

Revision 1

**MINUTES**  
**OLIVEHURST PUBLIC UTILITY DISTRICT (OPUD)**  
**BOARD OF DIRECTORS REGULAR MEETING**

**7:00 p.m., Thursday, January 15, 2026**

**LOCATION: Hybrid Board Meeting Via Zoom and In-Person at the Board Room Located at 1970 9<sup>th</sup> Avenue, Olivehurst, CA 95961**

OPUD Board meetings will be conducted at its regular in-person meeting location in the Board Chambers, 1970 9<sup>th</sup> Avenue, Olivehurst, for the public to attend.

Meetings will also continue to be streamed live, and members of the public may participate remotely as described below.

Accordingly, on the day of the meeting you will have the option of:

- Attend via Zoom, using the procedure outlined below.
- Participate in person, as noted above.

If you anticipate wanting to speak during the meeting, please join in advance of public comment time.

To submit public comments during the meeting, please join us in person or on Zoom.

Join from a PC, MAC, iPad, iPhone, or Android device. Although your image will not be shown on the video conference, you will be able to listen to and view the meeting on Zoom.

**Link and password for Hybrid Board Meeting will be available on our website at [www.opud.org](http://www.opud.org) or contact the OPUD Business Office at (530) 743-4657**

**Note: Your phone number will appear on the screen unless you first dial \*67 before dialing the numbers provided on our website.**

If you want to comment during the public comment portion of the Agenda, you can use the “Raise Hand” function in Zoom or you can Press \*9 if you are calling in. The Board Clerk will select you from the meeting queue. Please be patient while waiting in the queue.

***Our Mission is to provide superior, environmentally sensitive services to responsibly enhance our community.***

*We will do this by focusing on:*

- *District growth,*
- *Maintaining a positive public image*
- *Recreation and parks*
- *Sustainable long-term fire protection*
- *Fully depreciating our facilities*
- *Ensuring organizational stability*

*Materials related to an item on this agenda submitted to the Olivehurst Public Utility District Board of Directors after distribution of the agenda packet are available for public inspection in the Olivehurst Public Utility District Office, 1970 9<sup>th</sup> Avenue in Olivehurst during normal business hours or online at <http://www.opud.net>. These proceedings may be recorded by a person or persons other than the District Clerk and as such, are not controlled by Olivehurst Public Utility District. Effort will be made to address the agenda items in the order shown. However, the Board President has the discretion to address items out of sequence for the convenience of the public and/or the Board Members.*

*In compliance with the American with Disabilities Act, the meeting room is wheelchair accessible and disabled parking is available. If you have a disability and need disability-related modifications or accommodations to participate in this meeting, please contact the Clerk of the Board at (530) 743-0317 or (530) 743-3023 (fax). Requests must be made one full business day before the start of the meeting. To place an item on the agenda, contact the contact the Clerk of the Board at (530) 743-0317.*

1. Call to Order – The meeting was called to order at 7:00 p.m. by Director Burbank
2. Pledge of Allegiance
3. Roll Call

Directors Present: Director Floe, Director Griego, Director Perrault, and Director Burbank  
Directors Absent: Director Nelson

Also Present: John Tillotson, General Manager; Karin Helvey, Financial Manager; Deirdre Joan Cox, Legal Counsel; Swarnjit Boyal, Public Works Manager; Bri Anne Ritchie, Board Clerk; and other interested parties

4. Public Participation

Items appearing on this agenda: When your item(s) is called, the Board Clerk will announce your opportunity to address the Board. Comments should be limited to 3 minutes per speaker.

Items not appearing on this agenda: members of the public may address the Board on any matter within the Board’s jurisdiction that does not appear on the posted agenda. No action may be taken on any matter that is not on the posted agenda. Members of the public wishing to address the OPUD Board at this time are requested to use the raise hand feature, state your name and residency for the record, and begin your address to the Board. Comments should be limited to 3 minutes per speaker.

1 Member of the Public was present.

5. Consent Agenda – The Consent Agenda groups together those items which are considered routine and noncontroversial, or for which prior policy direction has been given to staff. Items in this category are typically adopted in total by one motion, though the Board may, upon the request of Directors, Staff, or any member of the public, consider any matter separately–D/A
  - 5.1. [Approve Minutes of the December 18, 2025, Regular Meeting.](#)
  - 5.2. [Approve December 2025 Claims for Payment.](#)
  - 5.3. [Approve December 2025 Overtime Report.](#)
  - 5.4. [Review Revenue and Expenditures Summary January 9, 2026, FY 2025-26 \(Strategic Plan 5.3 & 5.4\).](#)
  - 5.5. [Review Water Sales January 2022 to January 2026 \(Strategic Plan 5.1, 5.3\).](#)
  - 5.6. [Review Invoice Cloud Activity through January 5, 2026 \(Strategic Plan 5.1, 5.3\).](#)
  - 5.7. [Review Service Water Account Analysis January 2026 \(Strategic Plan 5.1, 5.3\).](#)
  - 5.8. Approve merit increase for Severn Lemstrom, Fire Engineer I, Step 3 to Step 4, retroactive to December 23, 2025.
  - 5.9. Approve merit increase for Carrie Casselli, Fire Engineer, Step 3 to Step 4, retroactive to December 23, 2025.
  - 5.10. Entertain motions for approval of consent agenda and take roll as appropriate.

A motion was made by Director Griego and seconded by Director Perrault approving the consent agenda. The motion passed as follows:

Ayes: Directors Floe, Griego, Perrault, and Burbank  
Noes: None  
Absent: Director Nelson

6. District Business

6.1. [Consider approving the request for quotes \(RFQ\) for up to five \(5\) Master Service Agreements \(MSA\) for OPUD facilities for three \(3\) years related to Maintenance and Repair Services via contractors for common specified work outside of OPUD regular duties and functions – D/A](#)

6.1.1. Public comment

6.1.2. Questions/comments from Directors

6.1.3. Entertain motions and take roll as appropriate

A motion was made by Director Griego and seconded by Director Perrault approving the request for quotes (RFQ) for up to five (5) Master Service Agreements (MSA) for OPUD facilities for three (3) years related to Maintenance and Repair Services via contractors for common specified work outside of OPUD regular duties and functions. The motion passed as follows:

Ayes: Directors Floe, Griego, Perrault, and Burbank

Noes: None

Absent: Director Nelson

7. Public Works

Parks

7.1. [Consider approving the bid from Geweke Ford as the lowest responsible bidder for the purchase of one midsize truck \(F150 or similar\) – D/A](#)

7.1.1. Public comment

7.1.2. Questions/comments from Directors

7.1.3. Entertain motions and take roll as appropriate

A motion was made by Director Floe and seconded by Director Perrault approving the bid from Geweke Ford as the lowest responsible bidder for the purchase of one midsize truck (F150 or similar). The motion passed as follows:

Ayes: Directors Floe, Griego, Perrault, and Burbank

Noes: None

Absent: Director Nelson

→ 7.2. Receive a presentation from Deputy Rocco with the Yuba County Sheriff's Department regarding cameras in Johnson Park – D/A

7.2.1. Public comment

7.2.2. Questions/comments from Directors

7.2.3. Entertain motions and take roll as appropriate

This item was postponed. Directors sent item back to Parks Committee. No motion was made.

Water/Wastewater

7.3. [Consider approving the updated Capacity Purchase agreement and Operations agreement with the City of Wheatland – D/A](#)

7.3.1. Public comment

7.3.2. Questions/comments from Directors

7.3.3. Entertain motions and take roll as appropriate

A motion was made by Director Griego and seconded by Director Floe approving the updated Capacity Purchase Agreement and Operations Agreement with the City of Wheatland subject to legal review. The motion passed as follows:

Ayes: Directors Floe, Griego, Perrault, and Burbank

Noes: None

Absent: Director Nelson

7.4. Receive update on South County Infrastructure – D/A

7.4.1. Public comment

7.4.2. Questions/comments from Directors

7.4.3. Entertain motions and take roll as appropriate

Directors received an update. No motion was made.

7.5. [Consider approving the bid from Sierra National, Inc. as the lowest responsible bidder for the Plumas Lake Water Treatment Plant, Well #34, and Well #35 Capacity Increase and Site Improvement Specifications – D/A](#)

7.5.1. Public comment

7.5.2. Questions/comments from Directors

7.5.3. Entertain motions and take roll as appropriate

A motion was made by Director Perrault and seconded by Director Floe approving the bid from Sierra National, Inc. as the lowest responsible bidder for the Plumas Lake Water Treatment Plant, Well #34, and Well #35 Capacity Increase and Site Improvement Specifications. The motion passed as follows:

Ayes: Directors Floe, Griego, Perrault, and Burbank

Noes: None

Absent: Director Nelson

7.6. [Consider approving the waiving of water and sewer capacity fees for existing lot at 1889 Chapman Avenue – D/A](#)

7.6.1. Public comment

7.6.2. Questions/comments from Directors

7.6.3. Entertain motions and take roll as appropriate

A motion was made by Director Perrault and seconded by Director Griego approving the waiving of water and sewer capacity fees for existing lot at 1889 Chapman Avenue. The motion passed as follows:

Ayes: Directors Floe, Griego, Perrault, and Burbank

Noes: None

Absent: Director Nelson

8. Business Office

8.1. Consider approving the proposal from Smile Business Products for the purchase of a 2024 Sharp HK Elite copy machine for the business office – D/A

- 8.1.1. Public comment
- 8.1.2. Questions/comments from Directors
- 8.1.3. Entertain motions and take roll as appropriate

A motion was made by Director Griego and seconded by Director Perrault approving the proposal from Smile Business Products for the purchase of a 2024 Spark HK Elite copy machine for the business office. The motion passed as follows:

Ayes: Directors Floe, Griego, Perrault, and Burbank  
Noes: None  
Absent: Director Nelson

9. Board Committee Schedule

9.1. February 2026 Committee Meeting Schedule.

- 9.1.1. Fire & Safety Committee – Thursday, February 5, 2026, at 4:00 p.m.
- 9.1.2. Parks & Recreation Committee – Thursday, February 5, 2026, at 4:30 p.m.
- 9.1.3. Water & Wastewater Committee – Wednesday, February 4, 2026, at 3:30 p.m.

10. Reports (non-action items)

- 10.1. January Fire Department Committee Report.
- 10.2. January Parks Department Committee Report.
- 10.3. January Water & Wastewater Department Committee Report.
- 10.4. Report from the General Manager.
- 10.5. Report from Legal Counsel.
- 10.6. Reports from Directors.
- 10.7. Public comment.

11. Correspondence

12. Closed Session – Closed Session was convened at 7:40 p.m.

- 12.1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION -  
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Government Code Section 54956.9: One case
- 12.2. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION –  
(Paragraph (1) of subdivision (d) of Section 54956.9) – Name of case: In the Matter of Aqueous Film-Forming Litigation against DuPont, 3M, Tyco/BASF, et al. (AFF MDL No. 2873)

13. Meeting Reconvened – Closed Session adjourned at 7:55 p.m.

- 13.1. Announcement of reportable actions taken in closed session.

No reportable actions taken in closed session.

14. Adjourn

14.1. Entertain motion to adjourn.

A motion was made by Director Perrault and seconded by Director Floe to adjourn the meeting. The motion passed as follows:

Ayes: Directors Floe, Griego, Perrault, and Burbank

Noes: None

Absent: Director Nelson

The meeting adjourned at 7:55 p.m.