

AGENDA
OLIVEHURST PUBLIC UTILITY DISTRICT (OPUD)
BOARD OF DIRECTORS REGULAR MEETING
7:00 p.m., Thursday, August 17, 2023
LOCATION: Hybrid Board Meeting

OPUD Board meetings will be conducted at its regular in-person meeting location in the Board Chambers, 1970 9th Avenue, Olivehurst, for the public to attend. Attendance will be limited to 50 percent of room capacity (no more than 20 persons), and it is strongly recommended that all in-person attendees wear face coverings and social distance as recommended by public health authorities.

All attendees are encouraged to be fully vaccinated.

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 to:

- 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 comment 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 and view the meeting on Zoom.

Link and password for Hybrid Board Meeting will be available on our website at 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 cue. Please be patient while waiting in the cue.

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*

**D/A - Discussion/Action

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 9th 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 Perrault

2. Pledge of Allegiance

3. Roll Call

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

Also Present: John Tillotson, General Manager; Karin Helvey, Financial Manager; Deirdre Joan Cox, Legal Counsel; Cindy Van Meter, Office Manager; Swarnjit Boyal, Public Works Engineer; 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.

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 July 20, 2023, Regular Meeting.](#)

5.2. [Approve Minutes of the August 2, 2023, Special Meeting.](#)

5.3. [Approve July 2023 Claims for Payment.](#)

5.4. [Approve July 2023 Overtime Report.](#)

5.5. [Review Revenue and Expenditure Summary June 30, 2023, FY 2022-2023 \(Strategic Plan 5.3 & 5.4\).](#)

5.6. [Review Water Sales July 2016 to July 2023 \(Strategic Plan 5.1, 5.3\).](#)

5.7. [Review Service Water Account Analysis July 2023 \(Strategic Plan 5.1, 5.3\).](#)

5.8. [Review Invoice Cloud Activity through August 9, 2023 \(Strategic Plan 5.1, 5.3\).](#)

5.9. [Review Treasurer’s Report for June 2023 \(Strategic Plan 5.3 & 5.4\).](#)

5.10. Approve merit increase for Robert Castillo, Water Meter Technician Foreman, Step 2 to Step 3, retroactive to July 1, 2023.

- 5.11. Approve merit increase for James Tillotson, Utility Worker, Step 2 to Step 3, retroactive to August 6, 2023.
- 5.12. Approve merit increase for Chad Wikoff, Collection Operator I, Step 1 to Step 2, retroactive to August 6, 2023.
- 5.13. Entertain motions for approval of consent agenda and take roll as appropriate.

A motion was made by Director Floe and seconded by Director Burbank to approve the consent agenda. The motion passed as follows:

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

Moved to item 07.02.

6. District Business

6.1. Consider approving OPUD Resolution No. 2424, a resolution of intent for annexation of property into OPUD CFD 2005-2 for parks maintenance (Annexation 11) – 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 Burbank and seconded by Director Floe approving OPUD Resolution No. 2424, a resolution of intent for annexation of property into OPUD CFD 2005-2 for parks maintenance (Annexation 11). The motion passed as follows:

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

6.2. Consider approving Budget Amendments and approve 2022-23 Budget Amendment 2– D/A

- 6.2.1. Public comment
- 6.2.2. Questions/comments from Directors
- 6.2.3. Entertain motions and take roll as appropriate

A motion was made by Director Burbank and seconded by Director Floe approving Budget Amendments and approving 2022-23 Budget Amendment 2. The motion passed as follows:

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

7. Public Works

Parks

7.1. Discuss Regional Parks Authority – D/A

- 7.1.1. Public comment
- 7.1.2. Questions/comments from Directors
- 7.1.3. Entertain motions and take roll as appropriate

Directors reviewed this item. No motion was made.

7.2. [Consider approving the proposed Use Agreement with Lincoln Girls Softball Association – D/A](#)

- 7.2.1. Public comment
- 7.2.2. Questions/comments from Directors
- 7.2.3. Entertain motions and take roll as appropriate

A motion was made by Director Floe and seconded by Director Burbank approving the proposed Use Agreement with Lincoln Girls Softball Association. The motion was passed as follows:

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

Moved to item 06.02.

7.3. [Discuss terminating Use Agreement with Plumas Lake Adult Softball League – D/A](#)

- 7.3.1. Public comment
- 7.3.2. Questions/comments from Directors
- 7.3.3. Entertain motions and take roll as appropriate

Directors reviewed this item and gave direction to staff. Bringing back to committee and tabled until next board meeting. No motion was made.

Moved from 07.04 back to 07.03 for review and then moved to 07.05.

Water/Wastewater

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.

Moved to item 07.03 for review with public that entered meeting.

7.5. Receive an update on the lift station at River Oaks and Zanes in Plumas Lake – D/A

- 7.5.1. Public comment
- 7.5.2. Questions/comments from Directors
- 7.5.3. Entertain motions and take roll as appropriate

Director received an update. No motion was made.

8. Human Resources

8.1. [Consider approving the proposed changes to the OPUD Vacation Cash-Out Policy – 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 Burbank and seconded by Director Floe approving the proposed changes to the OPUD Vacation Cash-Out Policy. The motion passed as follows:

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

8.2. [Consider approving the paid Gold Star Costco Membership as a benefit for OPUD staff and Directors – D/A](#)

- 8.2.1. Public comment
- 8.2.2. Questions/comments from Directors
- 8.2.3. Entertain motions and take roll as appropriate

A motion was made by Director Griego and seconded by Director Burbank approving the paid Gold Star Costco Membership as a benefit for OPUD Staff and Directors. The motion passed as follows:

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

8.3. [Consider approving the proposed pay increase for the position of Laboratory Director – D/A](#)

- 8.3.1. Public comment
- 8.3.2. Questions/comments from Directors
- 8.3.3. Entertain motions and take roll as appropriate

A motion was made by Director Floe and seconded by Director Burbank approving the proposed pay increase for the position of Laboratory Director. The motion passed as follows:

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

8.4. [Consider opening a Collection System II Operator lateral position – D/A](#)

- 8.4.1. Public comment
- 8.4.2. Questions/comments from Directors
- 8.4.3. Entertain motions and take roll as appropriate

A motion was made by Director Burbank and seconded by Director Floe approving the opening of a Collection System II Operator lateral position. The motion passed as follows:

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

8.5. Consider approving merit increase for Taylor Hicks, Wastewater Operator-in-Training, Step 1 to Step 3, retroactive to August 6, 2023 – D/A

- 8.5.1. Public comment
- 8.5.2. Questions/comments from Directors
- 8.5.3. Entertain motions and take roll as appropriate

A motion was made by Director Burbank and seconded by Director Floe approving the merit increase for Taylor Hicks, Wastewater Operator-in-Training, Step 1 to Step 3, retroactive to August 6, 2023. The motion passed as follows:

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

9. Board Committee Schedule

9.1. August 2023 Committee Meeting Schedule.

- 9.1.1. Fire & Safety Committee – Tuesday, September 5, 2023, at 4:00 p.m.
- 9.1.2. Parks & Recreation Committee – Tuesday, September 5, 2023, at 5:00 p.m.
- 9.1.3. Water & Wastewater Committee – Wednesday, September 6, 2023, at 3:30 p.m.

10. Reports (non-action items)

- 10.1. [August Fire Department Committee Report.](#)
- 10.2. [August Parks Department Committee Report.](#)
- 10.3. [August 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 8:41 p.m.

- 12.1. CONFERENCE WITH LEGAL COUNSEL – Significant Exposure to Litigation pursuant to Government Code Section 54956.9(d)(2): Number of potential cases: one.
- 12.2. CONFERENCE WITH LEGAL COUNSEL – Existing Litigation pursuant to Government Code Section 54956.9(d)
Name of Case: Olivehurst Public Utility District v. The Dow Chemical Company; Shell Oil Company; Occidental Chemical Corporation; FMC Corporation; Wilbur-Ellis Company LLC, et al.

13. Meeting Reconvened – Closed session was adjourned at 8:58 p.m.

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

No reportable action to report.

14. Adjourn

- 14.1. Entertain motion to adjourn.

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

Ayes: Directors Burbank, Floe, Griego, and Perrault

Noes: None

Absent: Director Nelson

The meeting adjourned at 8:58 p.m.