

AGENDA
OLIVEHURST PUBLIC UTILITY DISTRICT (OPUD)
BOARD OF DIRECTORS REGULAR MEETING
7:00 p.m., Thursday, April 15, 2021
LOCATION: Virtual Board Meeting

CORONAVIRUS (COVID-19) ADVISORY NOTICE

PUBLIC ADVISORY: THE OPUD BOARD ROOM WILL NOT BE OPEN TO THE PUBLIC

To ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, the Board chambers will not be open for the meeting. To maintain transparency and public access, Board members and the public will be participating virtually or telephonically and will not be physically present in the Board Room.

If you would like to speak on an agenda item, you can access the meeting remotely:

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 Virtual 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 acting Board Clerk will select you from the meeting cue. Please be patient while waiting in the cue.

If you do not want to speak during the public comment portion of the Agenda, you are also encouraged to submit email correspondence to britchie@opud.org.

Email comments will be accepted up until 6:00 PM the day of the meeting and forwarded to the Board of Directors, posted to the OPUD website, and placed in OPUD’s permanent records.

Email messages should be sent to britchie@opud.org. If you choose to submit an email, please note in the Subject Line the part of the Agenda your email pertains to.

For example, you can type in the Subject Line,
“Agenda Item 6 – District Business” or “Agenda Item 8 – Business Office”.

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 – Meeting was called to order at 7:01 p.m. by Director Floe.

2. Pledge of Allegiance

3. Roll Call

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

Also Present: John Tillotson, General Manager; Karin Helvey, Financial Manager; Deirdre Joan Cox, Legal Counsel; Cindy Van Meter, Office Manager; Bri Anne Ritchie, District Clerk; and other interested parties.

4. Public Participation

Members of the Public Present: Doreen Young; Gary Bradford, Yuba County Supervisor; Juan S.

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 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 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.

Legal Counsel recommended that an item be added pursuant to Government Code §54954.2(b)(2) due to the need to take immediate action and the need for action came to the attention of the agency subsequent to the agenda being posted and the 72 hour agenda deadline.

A motion was made by Director Griego and seconded by Director Perrault to add a closed session item: CONFERENCE WITH LEGAL COUSEL – ANTICIPATED LITIGATION Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code 54956.9: 1 case to the agenda pursuant to Government Code §54954.2(b)(2) due to the need to take

immediate action and that the need for action came to the attention of the agency subsequent to the agenda being posted and the 72 hour agenda deadline. The motion passed as follows:

Ayes: Directors Burbank, Griego, Nelson, Perrault, and Floe

Noes: None

Absent: None

The item was added to the agenda after Item 12.3. See the Emergency Item for outcome.

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 March 18, 2021 Regular Meeting.](#)

5.2. [Approve Minutes of the March 24, 2021 Special Meeting.](#)

5.3. [Approve March 2021 Claims for Payment.](#)

5.4. [Approve March 2021 Overtime Report.](#)

5.5. [Review Revenue and Expenditure Summary March 25, 2021 FY 2021 \(Strategic Plan 5.3 & 5.4\).](#)

5.6. [Review Water Sales March 2016 to March 2021 \(Strategic Plan 5.1, 5.3\).](#)

5.7. [Review Invoice Cloud Activity through April 8, 2021 \(Strategic Plan 5.1, 5.3\).](#)

5.8. [Review Delinquent Accounts update \(Strategic Plan 5.1, 5.3\).](#)

5.9. [Review approved Review for Consideration of Resolution 2081 Waiver for 1633 5th Ave.](#)

5.10. Approve merit increase for Bryse Monahan, Park Maintenance Worker I, Step 2 to Step 3, retroactive to March 30, 2021 – D/A

5.11. Entertain motions for approval of consent agenda and take roll as appropriate.

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

Ayes: Directors Burbank, Griego, Nelson, Perrault, and Floe

Noes: None

Absent: None

6. District Business

6.1. [Consider approving the revised OPUD Purchasing Policy – 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 Perrault approving the revised OPUD Purchasing Policy. The motion passed as follows:

Ayes: Directors Burbank, Griego, Nelson, Perrault, and Floe

Noes: None

Absent: None

7. Public Works

Parks

7.1. [Consider planting trees near play structures for shade – 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 Perrault and seconded by Director Nelson to approve the planting of 15 gallon Redwood trees near play structures for shade. The motion passed as follows:

Ayes: Directors Burbank, Griego, Nelson, Perrault, and Floe

Noes: None

Absent: None

7.2. [Consider approving installation of a Lending Library at the Feather River East 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

A motion was made by Director Burbank and seconded by Director Perrault to approve the installation of a Lending Library at the Feather River East Park. The motion passed as follows:

Ayes: Directors Burbank, Griego, Nelson, Perrault, and Floe

Noes: None

Absent: None

7.3. [Consider approving the Lease Agreement with First 5 Yuba and Playzeum for use of the Youth Center Building – 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 Burbank approving the Lease Agreement with First 5 Yuba and Playzeum for use of the Youth Center Building. The motion passed as follows:

Ayes: Directors Burbank, Griego, Nelson, Perrault, and Floe

Noes: None

Absent: None

7.4. [Consider approving field use agreement with Yuba City Rayados Football Club for use of soccer fields at Richard “Doug” Donahue Park – D/A](#)

7.4.1. Public comment

7.4.2. Questions/comments from Directors

7.4.3. Entertain motions and take roll as appropriate

A motion was made by Director Burbank and seconded by Director Nelson approving the field use agreement with Yuba City Rayados Football Club for use of soccer fields at Richard “Doug” Donahue Park. The motion passed as follows:

Ayes: Directors Burbank, Griego, Nelson, Perrault, and Floe

Noes: None

Absent: None

Water/Wastewater

7.5. [Receive update on South County infrastructure – D/A](#)

7.5.1. Public comment

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

Directors received an update. No motion was made.

8. Human Resources

8.1. [Consider approving the Utility Worker I eligibility list and authorize the General Manager to hire per OPUD policies and procedures – 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 Perrault approving the Utility Worker I eligibility list and authorizing the General Manager to hire per OPUD policies and procedures. The motion passed as follows:

Ayes: Directors Burbank, Griego, Nelson, Perrault, and Floe

Noes: None

Absent: None

9. Board Committee Schedule

9.1. April 2021 Committee Meeting Schedule.

- 9.1.1. Fire & Safety Committee – Tuesday, May 4, 2021 at 5:00 p.m.
- 9.1.2. Parks & Recreation Committee – Tuesday, May 4, 2021 at 4:00 p.m.
- 9.1.3. Water & Wastewater Committee – Wednesday, May 5, 2021 at 5:45 p.m.

10. Reports (non-action items)

- 10.1. [April Fire Department Committee Report.](#)
- 10.2. [April Parks Department Committee Report.](#)
- 10.3. [April 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 7:52 p.m. with Director Nelson unable to attend.

- 12.1. Conference with Labor Negotiator (Gov. Code § 54957.6) – It is the intention of the Board to meet in closed session to review its position and to instruct its designated representatives:

Agency Designated Representative: John Tillotson, General Manager

Name of Employee Organization: Operating Engineers Local Union No. 3 Public Employees Division, on Behalf of the Business and Utility Unit

- 12.2. Conference with Labor Negotiator (Gov. Code § 54957.6) – It is the intention of the Board to meet in closed session to review its position and to instruct its designated representatives:

Agency Designated Representative: John Tillotson, General Manager

Name of Employee Organization: Management Professional Employees Association (MPEA)

12.3. Personnel (Government Code Section 54957) – It is the intention of the Board to meet in closed session to consider Public Employee Performance Evaluation for the Position of General Manager.

CONFERENCE WITH LEGAL COUSEL – ANTICIPATED LITIGATION: Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code 54956.9: 1 case

13. Meeting Reconvened – Closed Session was adjourned at 9:09 p.m.

13.1. Announcement of reportable actions taken in closed session.

No reportable actions to report.

14. Adjourn

14.1. Entertain motion to adjourn.

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

Ayes: Directors Burbank, Griego, Perrault, and Floe

Noes: None

Absent: Director Nelson

The meeting was adjourned at 9:10 p.m.