

OLIVEHURST PUBLIC UTILITY DISTRICT Water and Wastewater Committee



Date/Time: Wednesday, June 30th, 2021 at 5:45 p.m.

Directors: Floe and Griego

Location: Virtual 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.

*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 on the Olivehurst Public Utility District website, <http://www.opud.net>. 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.
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) 743-4658 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) 743-4658.*

The following items are scheduled for discussion:

- 1) Discuss policies and practices OPUD could adopt to help mitigate the costs of constructing affordable housing (Strategic Plan 1.0).

John Tillotson, General Manager, stated that an item has been placed on the County Agenda for consideration of CDBG Funds to assist affordable housing builders cover the associated costs with connecting to OPUD services.

- a) Forwarded item(s): None
 - i) Staff Direction: None
 - ii) Staff Report Requested: None

- 2) Receive update on annexation and progress of infrastructure projects in the Industrial, Sports and Entertainment Zone for water, sewer and parks (Strategic Plan 1.0).

John Tillotson, General Manager, stated that the agreement with Wheatland for cost reimbursement has been drafted. The Board approved the draft pending an addition of a dispute clause per OPUD legal counsel's request. Wheatland agreed to the addition of the dispute clause and the new draft has been sent to OPUD legal counsel for review.

- a) Forwarded item(s): None
 - i) Staff Direction: None
 - ii) Staff Report Requested: None

- 3) Discuss updating the OPUD water capacity study.

John Tillotson, General Manager, stated that we received the requested proposal to update the water capacity study. The project was not within the scope requested and the cost was higher than expected. An updated proposal was requested and received that was within the project scope and the cost was within reason.

- a) Forwarded item(s): Bring to Board for further discussion.
 - i) Staff Direction: None
 - ii) Staff Report Requested: Staff Report to be completed for Board Meeting.

- 4) [Consider Publishing RFP for PLC Programming Services.](#)

John Tillotson, General Manager, stated that OPUD has a need for someone to program PLCs for the Water Department and Wastewater Plant. This person would need to be skilled in a variety of programs as all of the departments use different programming platforms.

- a) Forwarded item(s): Bring to Board for further discussion.
 - i) Staff Direction: None
 - ii) Staff Report Requested: Staff Report to be completed for Board Meeting.

- 5) Discuss Voting Rights Act Ward Based OPUD Board Elections.

John Tillotson, General Manager stated that he received a proposal to update the boundary maps according to the 2020 census and we are awaiting a contract. He said that once it is complete, the changes to the Board seats for current voting standards to ward based voting standards will become effective for the 2022 election. He stated that there is a new proposed Senate Bill that would force Districts to move to ward based voting and that the new boundary maps must be adopted by the Board by November 1, 2021.

- a) Forwarded item(s): Bring to Board for further discussion.
 - i) Staff Direction: None
 - ii) Staff Report Requested: Staff Report to be completed for Board Meeting.

- 6) Discuss the new Juneteenth Federal Holiday.

John Tillotson, General Manager, stated that President Biden added Juneteenth as a Federal Holiday and in order for OPUD to recognize the holiday as a paid holiday off, it would take a Resolution approved by the Board. He stated that, currently, there are other federal holidays that OPUD does not currently recognize as paid holidays off.

- a) Forwarded item(s): Bring to Board for further discussion.
 - i) Staff Direction: None
 - ii) Staff Report Requested: Staff Report to be completed for Board Meeting.

7) [Review 27th Pay Period Adjustment.](#)

Karin Helvey, Finance Manager, and Cindy Van Meter, Office Manager/HR, discussed the reason for having the 27th pay period adjustment. They also talked about how difficult it is to process payroll and accrual time for salaried managers. Managers are shorted income every month for 11 years and during the 12th year, they get paid an extra payroll. They are requesting to have this removed.

- a) Forwarded item(s): Bring to Board for further discussion.
 - i) Staff Direction: None
 - ii) Staff Report Requested: Staff Report to be completed for Board Meeting.

8) Wastewater Treatment Facility Status Report

- a) [Staff Report](#) – Chief Plant Operator gave report.
 - i) Staffing: Nothing to report.
 - ii) Materials: Nothing to report.
- b) Budgetary Items
 - i) [Monthly Review of Revenue and Expenditures – Wastewater \(pages 14-17\) \(Strategic Plan 5.1\)](#)
 - ii) [Consider Budget Amendment 2 \(page 22\)](#)
 - (1) Forwarded item(s): Review of Revenue and Expenditures and Budget Amendment 2.
 - (a) Staff Direction: None
 - (b) Staff Report Requested: None

9) Water Department Status Report

- a) [Staff report](#) – Water/Parks Department Manager gave report.
 - i) Staffing: Nothing to report.
 - ii) Materials: Nothing to report.
- b) Budgetary Items
 - i) [Monthly Review of Revenue and Expenditures – Water \(pages 14-17\) \(Strategic Plan 5.1\)](#)
 - ii) [Consider Budget Amendment 2 \(page 22\)](#)
 - (1) Forwarded item(s): Review of Revenue and Expenditures and Budget Amendment 2.
 - (a) Staff Direction: None
 - (b) Staff Report Requested: None

10) [General Manager Report](#) – General Manager gave report.

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.