

MINUTES
OLIVEHURST PUBLIC UTILITY DISTRICT (OPUD)
BOARD OF DIRECTORS REGULAR MEETING
7:00 p.m., Thursday, August 15, 2019
Board Room, 1970 9th Avenue, Olivehurst

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 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 7:00 p.m. by Director Griego.

2. Pledge of Allegiance

3. Roll Call

Directors present: Director White, Director Carpenter, Director Burbank, Director Floe, Director Griego
Directors absent: None

Also Present: John Tillotson, General Manager; Karin Helvey, Financial Manager; Randy York, Battalion Chief; Deirdre Joan Cox, Legal Counsel; Elizabeth Mallen, District Clerk/Executive Assistant; Gary Bradford, Yuba County Board of Supervisor; Brian, Gina, and Richard Diehl, Metanoia Community Church of Olivehurst; Penny of Olivehurst Little League.

4. Public Participation – No Members of the Public participated at this time.

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 18, 2019 Regular Meeting](#)

5.2. [Approve Minutes of the August 9, 2019 Special Meeting](#)

**D/A - Discussion/Action

- 5.3. [Approve July 2019 Claims for Payment.](#)
- 5.4. [Approve July 2019 Overtime Report.](#)
- 5.5. [Consider the amendment of Sewer Ordinance 209, known as the "Olivehurst Public Utility District Sewer Use Ordinance".](#)

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

Ayes: Directors White, Carpenter, Burbank, Floe, Griego

Noes: None

Absent: None

6. District Business

6.1. Public Hearing regarding the adoption of the Resolution of Application for Yuba LAFCO application on the sphere of influence amendment and annexation of the areas known as the Industrial, Sports and Entertainment Zones.

6.1.1. Open the Public Hearing.

6.1.2. Confirmation of required notice by law.

6.1.3. Confirmation of written comments/protests.

6.1.4. Staff Presentation.

6.1.5. Public Comment.

6.1.6. [Consider Resolution No. 2347 adopting Resolution of Application for Yuba LAFCO application on the sphere of influence amendment and annexation of the areas known as the Industrial, Sports and Entertainment Zones. –D/A](#)

A motion was made by Director Burbank and seconded by Director Floe to adopt Resolution No. 2347 adopting Resolution of Application for Yuba LAFCO application on the sphere of influence amendment and annexation of the areas known as the Industrial, Sports and Entertainment Zones. The motion passed as follows:

Ayes: Directors White, Carpenter, Burbank, Floe, Griego

Noes: None

Absent: None

6.1.7. Close the Public Hearing.

6.2. [Receive an update on the annexation of the Industrial, Sports and Entertainment Zones for Water, Wastewater and Parks \(Strategic Plan 1.0\). – D/A](#)

Directors discussed this item. No motion was made.

6.3. [Consider sending a Letter of Opposition regarding AB 1486 – Surplus Land. – D/A](#)

A motion was made by Director Carpenter and seconded by Director White to approve sending a Letter of Opposition regarding AB 1486. The motion passed as follows:

Ayes: Directors White, Carpenter, Burbank, Floe, Griego

Noes: None

Absent: None

6.4. [Consider approving the donation request from the Yuba County Sheriff's Office regarding the National Child Safety Council Annual Materials Drive. – D/A](#)

Directors discussed this item. No motion was made.

6.5. [Review Fee Waivers Granted July 2019. – D/A](#)

Directors discussed this item. No motion was made.

7. [Public Works](#)

[Water](#)

7.1. [Consider publishing an RFP for a water study to serve the South Yuba County. – D/A](#)

A motion was made by Director Burbank and seconded by Director White to approve publishing a RFP for a water study to serve the South Yuba County. The motion passed as follows:

Ayes: Directors White, Carpenter, Burbank, Floe, Griego

Noes: None

Absent: None

[Wastewater](#)

7.2. [Consider approving the bid specifications for a full sized pick-up truck and dump body attachment for the Water and Wastewater Departments and authorize staff to solicit bids.– D/A](#)

A motion was made by Director Burbank and seconded by Director Floe to approve the bid specifications for a full sized pick-up truck and dump body attachment for the Water and Wastewater Departments and authorize staff to solicit bids. The motion passed as follows:

Ayes: Directors White, Carpenter, Burbank, Floe, Griego

Noes: None

Absent: None

7.3. [Consider approving the bid specification for a mid-sized pick-up truck for the Wastewater Department and authorize staff to solicit bids.– D/A](#)

A motion was made by Director Carpenter and seconded by Director White to approve the bid specification for a mid-sized pick-up truck for the Wastewater Department and authorize staff to solicit bids. The motion passed as follows:

Ayes: Directors White, Carpenter, Burbank, Floe, Griego

Noes: None

Absent: None

Parks

7.4. [Consider authorizing OPUD Legal Counsel to perform research relating to updating the Facility Use Prioritization Policy with regards to lease to religious organizations \(Strategic Plan 2.0, 3.0\). – D/A](#)

A motion was made by Director Carpenter and seconded by Director White to authorize OPUD Legal Counsel to perform 5 hours of research relating to updating the Facility Use Prioritization Policy with regards to lease to religious organizations. The motion passed as follows:

Ayes: Directors White, Carpenter, Floe, Griego

Noes: Director Burbank

Absent: None

7.5. [Consider approving the associated costs to host a pool party for the Olivehurst Linda Little League Major Girls Softball Northern California Champions \(Strategic Plan 2.0, 3.0\). – D/A](#)

A motion was made by Director Burbank and seconded by Director Carpenter to approve the associated costs to host a pool party for the Olivehurst Linda Little League Major Girls Softball Northern California Champions. The motion passed as follows:

Ayes: Directors White, Carpenter, Burbank, Floe, Griego

Noes: None

Absent: None

7.6. [Receive an update on the status of Park Grant applications. – D/A](#)

This item was placed on the September Parks Committee Agenda. No motion was made.

8. Business Office

8.1. [Consider Economic Planning Systems Proposal for technical assistance \(Strategic Plan 5.3 & 5.4\). – D/A](#)

A motion was made by Director Floe and seconded by Director Burbank to approve the Economic Planning Systems Proposal for technical assistance. The motion passed as follows:

Ayes: Directors White, Carpenter, Burbank, Floe, Griego

Noes: None

Absent: None

8.2. [Review Revenues and Expenditures Summary for June 30, 2019 \(Strategic Plan 5.3, 5.4\). – D/A](#)

Items were placed on the September Parks Committee Agenda to discuss a Lifeguard Program and the need to analyze the Youth Center Building rent amount. No motion was made.

8.3. [Review Actual to Budget July 24, 2019 \(Strategic Plan 5.3 & 5.4\). – D/A](#)

Directors discussed this item. No motion was made.

8.4. [Review Water Sales Comparison for August 2015-19 \(Strategic Plan 5.1, 5.3\). – D/A](#)

Directors discussed this item. No motion was made.

9. Human Resources

9.1. [Consider approving the revised position description and authorization to fill the vacant Account Clerk II position via District policies. – D/A](#)

A motion was made by Director Floe and seconded by Director Burbank to approve the revised position description and authorization to fill the vacant Account Clerk II position via District policies subject to meet and confer with the union. The motion passed as follows:

Ayes: Directors White, Carpenter, Burbank, Floe, Griego

Noes: None

Absent: None

9.2. [Consider approving Mr. Phillip's request to combine his longevity for a total of 7 years, 8 months. – D/A](#)

An item was placed on the September Water & Wastewater Committee Agenda to discuss a Longevity Policy.

A motion was made by Director Burbank and seconded by Director Carpenter to approve Mr. Phillip's request to combine his longevity for a total of 7 years, 8 months. The motion passed as follows:

Ayes: Directors White, Carpenter, Burbank, Floe, Griego

Noes: None

Absent: None

10. Board Committee Schedule

10.1. September 2019 Committee Meeting Schedule.

10.1.1. Fire & Safety Committee – Thursday, September 5th, 2019 at 4:00 p.m.

10.1.2. Parks & Recreation Committee – Thursday, September 5th, 2019 at 5:00 p.m.

10.1.3. Water & Wastewater Committee – Wednesday, September 4th, 2019 at 5:45 p.m.

11. Reports (non-action items)

11.1. [August Fire Department Committee Report](#)

11.2. [August Parks Department Committee Report](#)

11.3. [August Water & Wastewater Department Committee Report](#)

11.4. Report from the General Manager.

11.5. Report from Legal Counsel.

11.6. Reports from Directors.

11.7. Public comment.

GM, Legal Counsel, Director Floe, and Director Griego gave reports.

12. Closed Session – Closed Session was convened at 7:58 p.m.

12.1. Conference with Legal Counsel – Anticipated Litigation pursuant to Government Code § 54956.9(d)(3)

12.2. Conference with Legal Counsel – Significant exposure to litigation pursuant to Government Code § 54956.9(d)(2): one case

12.3. Conference with Legal Counsel – Existing Litigation (Government Code §54956.9): Ortega, Ocampo-Garcia vs. OPUD

13. Meeting Reconvened – Closed Session was adjourned at 8:15 p.m.

13.1. Announcement of reportable actions taken in closed session.

No reportable actions.

14. Adjourn

14.1. Entertain motion to adjourn.

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

Ayes: Directors White, Carpenter, Burbank, Floe, Griego

Noes: None

Absent: None

The meeting was adjourned at 8:16 p.m.