

**UNION PUBLIC UTILITY DISTRICT
339 MAIN STREET
MURPHYS, CA 95247**

MINUTES OF JANUARY 15, 2020 REGULAR MEETING

The Board of Directors of the Union Public Utility District met in Regular Session at the UPUD Office in Murphys, California, at approximately 7:00 PM.

Directors Present:	ERIC BOTTOMLEY	President
	GREG RASMUSSEN	Vice President
	TOM QUINCY	Secretary
	RALPH CHICK	Treasurer
	DUANE ONETO	Director

Also Present:	ELAINE URRUTY	Office Manager
	KEN AIROLA	District Attorney
	PUBLIC AT LARGE	

1. PLEDGE OF ALLEGIANCE. The Pledge was given.
2. APPROVAL OF AGENDA. – Agenda was approved as presented.
3. PUBLIC COMMENT. There was no Public Comment.

CONSENT AGENDA

4. APPROVAL OF MINUTES: November 20, 2019
5. APPROVAL OF EXPENDITURES: November & December 2019 Expenditures. Director Rasmussen asked about George Prest expenditures of \$9,110 in November & \$28,954 in December for his construction contract for remodel & repairs on the garage storage building and the office and status the of work. Elaine reported that George has finished his work and received his final payment in December and subcontractor, Gary Loomas, has just completed the sheetrock in the storage building and will be paid next month once we receive his invoice. Subcontractor, Gold Electric, has run wiring in the storage building and, now that sheetrock is complete, is waiting on sealing and painting to be completed to return and complete installation of outlets, lights and heater. George reported that sealing and painting were not in the construction contract, as Bill Eltringham told him his crew would complete this work, however, he did leave a quote in the office for Bill if he decided to have George complete the work. Director Chick reported that George reported to him that he did not do any sealing or repair on the office back windows and swamp cooler supports, as they were in such bad shape and need to be replaced and he also recommended changing out to a cooler unit like we installed in Office Manager's office. Director Chick said he asked George for a quote to replace the back windows, which Director Chick estimates may be approximately \$5,000 and recommends that this work is done by late spring. It was the Board's consensus that the windows and cooler should be replaced as soon as possible.

Motion: Director Rasmussen
Second: Director Bottomley
Ayes: Directors Chick, Rasmussen, Quincy, Oneto and Bottomley
Nays: None
Absent: None
Abstain: None

MINUTE ENTRY. TO APPROVE THE CONSENT AGENDA - ITEM #4 – MINUTES – NOVEMBER 20, 2019 & #5 – EXPENDITURES – NOVEMBER & DECEMBER 2019 AS PRESENTED.

REGULAR AGENDA

RECURRING BUSINESS:

- 6.a CASH RECEIPTS REPORT. The Cash Receipts reports for the months of November & December 2019 were included in the agenda packets for review. Elaine reviewed the cash receipts reports with the Board.
- 6.b BALANCE OF FUNDS REPORT. The Balance of Funds reports for the months of November & December 2019 were included in the agenda packet for review. Elaine Urruty reviewed the Fund Balance Report with the Board, reporting that our semi-annual SRLF loan payment was made in the amount of \$73,990.23, leaving a loan balance of \$1,062,633.73. The current LAIF balance as of December 31, 2019 is \$2,479,007.54.
- 6.c BALANCE SHEET & INCOME STATEMENT. The November & December 2019 Balance Sheets & Income Statements were included in the agenda packet for review. Elaine Urruty reviewed the reports and reported the year to-date net income as of December 31, 2019 is \$97,004.22. Elaine reported that the net difference of our cash and reserve accounts to our long term debts as of December 31, 2019 is a positive \$1,740,904.24.

OLD BUSINESS:

- 7. There was no Old Business.

NEW BUSINESS:

- 8.a ELECTION OF OFFICERS; DISCUSSION/POSSIBLE ACTION. Director Chick asked for the Board's recommendations. Discussion ensued regarding recommendations for officers. It was also recommended that we possibly hire someone like our District Engineer or David Andres to speak at possible required upcoming public meetings.

Motion: Director Oneto
Second: Director Rasmussen
Ayes: Directors Bottomley, Rasmussen, Quincy, Chick and Oneto
Nays: None
Absent: None
Abstain: None

MINUTE ENTRY. MOTION TO APPOINT THE UPUD OFFICERS FOR 2020 AS FOLLOWS:

President	Director Bottomley
Vice President	Director Rasmussen
Secretary	Director Quincy
Treasurer	Director Chick
Director	Director Oneto

6.d UPUD COMMITTEES & APPOINTMENTS; DISCUSSION/POSSIBLE ACTION A copy of the 2019 UPUD Committees and Appointments Listing was provided for the Board’s review. Discussion ensued regarding committees & appointments. Elaine Urruty provided an email memo to the Board from Cindy Secada & the Hwy 4 Corridor group regarding changes being discussed for the Hwy 4 Corridor Group. They are discussing changing this group to the Stanislaus River Association (SRA) and patterning it after the Mokelumne River Association. Meetings will be from 11 am to 1 pm, but flexible, and on the first Friday of the 3rd calendar month of each quarter. Each agency will take turns hosting a meeting and the host provides a speaker, location and lunch for everyone. Discussion ensued regarding this change, cost and time of meeting and whether to continue participation. At this time Greg Rasmussen will stay on committee and see what happens. It was the Board’s consensus to amend the Committees & Appointments for 2020 with the following appointments:

Budget:	Eric Bottomley Duane Oneto Bill Eltringham Elaine Urruty	Alternate: Ralph Chick
Irrigation:	Eric Bottomley Duane Oneto Bill Eltringham	
Personnel Committee:	Duane Oneto Tom Quincy	Alternate: Eric Bottomley
UWPA Board:	Greg Rasmussen Ralph Chick	Alternate: Eric Bottomley
Hwy 4 Corridor Group (AKA: Stanislaus River Assoc.):	Greg Rasmussen	Alternate: TBD
LAFCO:	Greg Rasmussen	Alternate: Tom Quincy
CPPA:	Ralph Chick	Alternate: Greg Rasmussen

REPORTS:

- 9.a HWY 4 CORRIDOR ADHOC COMMITTEE REPORT. There was nothing to report beyond the memo received and noted during committee appointments.

Hwy 4 Corridor, (AKA; Stanislaus River Association (SRA), plan to meet quarterly on the first Friday of the 3rd month in each quarter. The next meeting is tentatively scheduled for Friday, March 6, 2019 at 11:00 AM to 1:00 PM with location to be determined.

- 9.b UWPA REPORT. Director Rasmussen reported that at the last UWPA meeting it was decided to appoint Scott Biehl as the new member at-large to replace Larry Thompson. Also, after the UWPA meeting there was a party for Larry Thompson who was recognized with a proclamation given by the State representatives and it was very nice.

Next UWPA meeting is scheduled for Tuesday, January 21, 2020 at 5:30 PM at the UWPA office in Angels Camp.

- 9.c LAFCO REPORT. There was nothing to report.

The next LAFCO meeting is scheduled for Monday, January 27, 2020 at 6:00 PM at the Calaveras County Board of Supervisors Chambers in San Andreas.

- 9.d DISTRICT MANAGER'S REPORT. Bill Eltringham was not in attendance. Director Oneto reported that things seemed to be going well in Bill's absence. Elaine Urruty reported that the crew just finished another required quarterly testing for the EPA and they are awaiting results and then there will be one more testing to complete.

- 9.e OFFICE MANAGER'S REPORT. Elaine Urruty reported that she was gone for a week the start of January and Lisa and Mary ran the office smoothly in her absence and it has also been going smoothly with the crew in Bill's absence. Elaine said she is currently working on completing the quarterly and annual payroll taxes, W2s, 1099s, and reports. Elaine said she will also be working on LAIF quarterly calculations, transfers and postings and completing audit calculations and postings, more Master Plan numbers for Weber-Ghio, and gathering data for TMF study for representative, Brian Hoffman, assigned by SWRCB for our grant. Elaine said she also will need to start working on data for the annual report and annual compensation reports due in April and continue work on the office move and software migration when time permits. Elaine said she continues to attend the UWPA JPA Collaboration meetings and reminded the Board that the Joint Meeting is scheduled for Tuesday, February 25th, with estimated start time of 5 pm. Elaine noted that Steve Sarantopoulos is out ill currently and that she had some concerns after the last meeting and her required time involvement. Lengthy discussion ensued regarding the UWPA JPA meetings, plans for the February 25th joint meeting and the two year plan and contribution that are being asked for. Elaine reported that she informed UWPA of the information the Board is looking for in order to make decisions and she has been told that they will need the two year funding to give them time to do studies to gather the data asked for. It was the Board's consensus to inform the UWPA JPA that Elaine does not have time to prepare a presentation for the meeting, but can provide our financial numbers when needed.

- 9.f IRRIGATION COMMITTEE. There was nothing to report.
- 9.g PERSONNEL COMMITTEE. There was nothing to report.
- 9.h BUDGET/FINANCE COMMITTEE. There was nothing to report.
- 10. DIRECTORS COMMENTS. Director Oneto commended Director Chick for setting a fine example of how to run a meeting as President.
- 11. NEXT MEETING: Next regular meeting is scheduled for Wednesday, February 19, 2020, at 7:00 PM.
- 12. ADJOURNMENT. The meeting was adjourned with no further business at 8:30 PM.

Submitted by: Thomas E. Quincy
Thomas E. Quincy, Secretary

Date: 4-15-20

ATTEST:

Elaine M. Urruty
Elaine M. Urruty
Clerk to the UPUD Board of Directors