

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

MINUTES OF JULY 20, 2022 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 5:30 PM.

Directors Present:	ERIC BOTTOMLEY GREG RASMUSSEN BRUCE TALLAKSON RALPH CHICK	President Vice President Treasurer Director
Directors Absent:	TOM QUINCY	Secretary
Also Present:	SUMMER NICOTERO BILL ELTRINGHAM ELAINE URRUTY BARBARA BRENNER MARK HILDEBRAND JOEL METZGER PUBLIC AT LARGE	General Manager District Manager Office Manager District Legal Counsel Consultant – 218 Rate Study UWPA General Manager

1. PLEDGE OF ALLEGIANCE. The Pledge was given.
2. APPROVAL OF AGENDA.

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

MINUTE ENTRY. MOTION TO APPROVE THE AGENDA AS PRESENTED.

3. PUBLIC COMMENT. There was no Public Comment.

CONSENT AGENDA

4. APPROVAL OF MINUTES:
 - a. January 19, 2022 - Regular Meeting
 - b. February 16, 2022 – Regular Meeting
 - c. March 16, 2022 – Regular Meeting
 - d. April 20, 2022 – Regular Meeting
 - e. June 15, 2022 – Regular Meeting

5. APPROVAL OF EXPENDITURES:

- a. June 2022 Expenditures
- b. APPROVAL OF PRE-PAYMENT OF CALPERS ANNUAL UNFUNDED LIABILITY (UAL) FOR BOTH CLASSIC AND PEPRA CONTRACTS FOR FY 2022-2023

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

MINUTE ENTRY. MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED; ITEMS #4.A-E – JANUARY 19, 2022, FEBRUARY 16, 2022, MARCH 16, 2022, APRIL 20, 2022 AND JUNE 15, 2022 MINUTES; #5.A – EXPENDITURES – JUNE 2022 & ITEM 5.B – APPROVAL OF PRE-PAYMENT OF CALPERS ANNUAL UNFUNDED LIABILITY (UAL) FOR BOTH CLASSIC AND PEPRA CONTRACTS FOR FY 2022-2023.

REGULAR AGENDA

RECURRING BUSINESS:

- 6.a CASH RECEIPTS REPORT. The Cash Receipts report for the month of June 2022 was included in the agenda packets for review. Elaine reviewed the cash receipts report with the Board.
- 6.b BALANCE OF FUNDS REPORT. The Balance of Funds report for the month of June 2022 was included in the agenda packet for review. Elaine reviewed the report with the Board. The current LAIF balance as of June 30, 2022 is \$2,482,713.29.
- 6.c BALANCE SHEET & INCOME STATEMENT. The June 2022 Balance Sheet & Income Statement were included in the agenda packet for review. Elaine Urruty reviewed the reports with the Board noting that these reports are prior to end of year postings. Elaine reported the year to-date net income as of June 30, 2022 is \$821,835.44, which is high due to all of the domestic service requests paid by Kautz from April to June. Elaine reported that the net total of our cash and reserve accounts as of June 30, 2022, is a positive \$3,092,123.72.

OLD BUSINESS:

- 7.a PRELIMINARY 218 WATER RATE STUDY PRESENTATION – HILDBRAND CONSULTING, MARK HILDBRAND; DISCUSSION/POSSIBLE ACTION A copy of the UPUD 2022 Water Rate Study - Preliminary Findings Report was included in the agenda packet along with a summary of the UPUD CIP Plan. Mark Hildebrand, Consultant, gave a presentation on the 2022 Water Rate Study Preliminary Findings. Lengthy discussion and question & answer period followed. It was the Board's consensus to continue moving forward with the rate structure presented and use the \$50,000 property tax offset towards irrigation accounts.

Summer said she will continue to work with Mark to try and find any savings or ways to lower these rates. This item will be brought back to the Board for further review.

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

MINUTE ENTRY. TO APPROVE MOVING FORWARD WITH THE RATE STRUCTURE AS PRESENTED USING THE \$50,000 PROPERTY TAX OFFSET TOWARDS IRRIGATION.

NEW BUSINESS:

- 8.a REQUEST FOR LEAK ADJUSTMENT - #6076-000 – JULIE HAND, OWNER (& ROBERT JAMES, TENANT) – 241 SWEETWATER DRIVE, MURPHYS; DISCUSSION/POSSIBLE ACTION A copy of the General Manager’s recommendation with the leak request were provided in the agenda packet for review.

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

MINUTE ENTRY. TO APPROVE THE LEAK ADJUSTMENT REQUEST TO #6076-000 – JULIE HAND, OWNER (& ROBERT JAMES, TENANT) – 241 SWEETWATER DRIVE, MURPHYS FOR ½ THE OVERAGE IN THE AMOUNT OF \$ 497.91 PER GENERAL MANAGER’S RECOMMENDATION.

- 8.b APPROVAL OF DROUGHT RESPONSE PROJECT GRANT APPLICATION & SIGNING AUTHORITY; DISCUSSION/POSSIBLE ACTIONRES NO. 2022-10 A copy of Resolution No. 2022-10 and the General Managers recommendation were included in the agenda packet for review.

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

MOTION. TO AUTHORIZE GENERAL MANAGER TO PURSUE THE PROPOSED DROUGHT RESPONSE GRANT AND GIVE THE GENERAL MANAGER OR HER APPOINTED STAFF SIGNING AUTHORITY.

- 8.c APPROVAL OF COVID-19 STATE OF EMERGENCY AUTHORIZING REMOTE TELECONFERENCE MEETINGS; DISCUSSION/POSSIBLE ACTION....RES NO. 2022-11
A copy of Resolution No. 2022-11 was included in the agenda packet for review.

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

RES. #2022-11. TO APPROVE PROCLAMATION OF A STATE OF EMERGENCY AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF UNION PUBLIC UTILITY DISTRICT BOARD FOR THE PERIOD OF JULY 21, 2022 TO AUGUST 20, 2022.

- 8.d REVIEW & APPROVAL OF UWPA WATER AGREEMENT; DISCUSSION/POSSIBLE ACTION A copy of the proposed new water agreement with UWPA and the General Manager's recommendation were included in the agenda packet for review. Summer Nicotero reviewed the proposed agreement with the Board.

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

MINUTE ENTRY. TO APPROVE THE PROPOSED UWPA WATER AGREEMENT AS PRESENTED.

- 8.e APPROVAL OF NEW PART-TIME ADMINISTRATIVE ANALYST POSITION; DISCUSSION/POSSIBLE ACTION A copy of the General Manager's recommendation and the proposed job description for the Part-Time Administrative Analyst position were included in the agenda packet for review.

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

MINUTE ENTRY. TO APPROVE THE PART-TIME ADMINISTRATIVE ANALYST JOB DESCRIPTION AND POSITION AS PRESENTED.

8.f MONGE RANCH ROAD UTILITY AGREEMENT; DISCUSSION/POSSIBLE ACTION A copy of the General Manager's recommendation and the Utility Agreement for Monge Ranch Road were included in the agenda packet for review. Summer reviewed the proposal and informed the Board she is looking into this project & proposed costs further for other possibilities. Summer said she is asking for the Board's permission to sign the agreement, if she does not find other options. Discussion ensued regarding the Monge Range Road project and utility agreement.

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

MINUTE ENTRY. TO APPROVE GIVING GENERAL MANAGER, SUMMER NICOTERO, AUTHORITY TO SIGN THE MONGE RANCH ROAD UTILITY AGREEMENT WITH CALAVERAS COUNTY PUBLIC WORKS AS PRESENTED AT HER DISCRETION.

REPORTS:

9.a UWPA REPORT. UWPA General Manager, Joel Metzger, reported that UWPA had completed their Employee Handbook and will be bringing it to the UWPA Board for approval at the next meeting. Joel said he will copy their handbook to Summer for her review and to possibly assist with the UPUD handbook process. Joel said now that UPUD has approved the new water supply agreement and City of Angels also approved last night, they will be bringing the agreement to the UWPA Board for final approval next week. Joel reported that there is a Sierra Nevada Conservancy grant that UWPA has been encouraged to apply for that would provide funding for planning and environmental to patch together all existing fuel breaks around the upper canal and flumes from Hunter's Reservoir to Murphys Forebay plus two additional 500-foot-wide fuel breaks to the Stanislaus River on upper and lower side of ¾ mile flume. These fuel breaks tie into the PG&E fuel breaks and will give better protection to our flumes. The request to apply will be brought to the UWPA Board at the next meeting. If UWPA gets this planning grant, then they would apply for Cal FIRE funds to complete the clearing project in future years.

Next UWPA meeting is scheduled for Tuesday, July 26, 2022, at 5:30 PM at the UWPA office in Angels Camp.

9.b LAFCO REPORT. Elaine Urruty reported that UPUD was on the LAFCO agenda for Monday's meeting for John Benoit's report only.

The next LAFCO meeting is scheduled for Monday, July 25, 2022, at 6:00 PM at the Calaveras County Board of Supervisors Chambers in San Andreas.

9.c GENERAL MANAGER'S REPORT. Summer Nicotero reported on projects that are being worked on or completed, including:

- Working with ATCAA for the payment assistance program for customers through the LIWAP program.
- Hiring of our new IT company, Coneth Solutions, and working very frequently with them on IT security, computer issues & setups and software migration.
- Coordinating with other Special Districts to gather COVID expense information and put together a proposal to place on Calaveras County Board of Supervisor's agenda to request reimbursement to Special Districts for COVID costs.
- FY 2020-2021 audit has been completed and we hope to bring the Board at the next meeting for approval.
- Will be starting FY 2021-2022 audit in the next few months.
- Will be 'Going Live' with new Springbrook software on August 8th.
- Plan on 'Going Live' with online bill pay Civic Pay program in a similar timeline.
- Start date for new statement company, Data Prose, is September 1st.
- Plan on General Manager and office staff to attend three-day Springbrook training in September in Las Vegas and have new part-time position hired to cover phones & office coverage in their absence.
- Reminder of NCPA BBQ next week & need RSVPs
- Reminder due date for November 2022 Election applications to the County is between July 18th to August 12th. Notices have been sent to the Directors emails.

10. DIRECTORS COMMENTS. Director Rasmussen said it is hard to see these proposed rate increases but understands the logic of why we have to do them. Director Chick & Director Bottomley stated that they like the new earlier meeting time. Director Tallakson said he feels good about how this meeting went and we need to keep moving forward. Director Bottomley stated that he has a hard time with the proposed increases, but we do have an antiquated system that we need to put funds towards repair and upkeep and costs are rising constantly.

11. NEXT MEETING: The next regular meeting is scheduled for Wednesday, August 17, 2022, at 5:30 PM.

12. ADJOURNMENT. The meeting was adjourned with no further business at 7:56 PM.

Submitted by: TE Quency
Thomas E. Quency, Secretary

Date: 8-24-22

ATTEST:

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