

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

MINUTES OF FEBRUARY 15, 2023 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	President
	TOM QUINCY	Secretary
	GREG RASMUSSEN	Vice President
	RALPH CHICK	Director
Directors Absent:	BRUCE TALLAKSON	Treasurer
Also Present:	JESSICA SELF	General Manager
	ELAINE URRUTY	Admin Asst/Clerk to Board
	BARBARA BRENNER	District Legal Counsel
	JOEL METZGER	UWPA General Manager
	PUBLIC AT LARGE	

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

Motion:	Director Chick
Second:	Director Rasmussen
Ayes:	Directors Bottomley, Quincy, Rasmussen and Chick
Nays:	None
Absent:	Bruce Tallakson
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. September 21, 2022 – Regular Meeting
 - b. January 6, 2023 – Spec Meeting – GM Interviews
 - c. January 18, 2023 – Regular Meeting

5. FINANCIAL REPORTS:

- a. Expenditures – January 2023
- b. Fund Balance Report – January 2023
- c. Balance Sheet & Income Statement – January 2023
- d. YTD Budget to Actuals – January 2023

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

MINUTE ENTRY. MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED.

REGULAR AGENDA

OLD BUSINESS:

- 6.a OATHS OF OFFICE – Elaine Urruty, Clerk to the Board, gave the Oath of Office to Director Rasmussen, who was re-elected as Director to the UPUD Board for a four-year term.
- 6.b ELECTION OF OFFICERS - Discussion ensued regarding election of officers. It was the Board's consensus to keep the Board Officers the same as 2022.

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

MINUTE ENTRY. TO KEEP THE BOARD OFFICERS THE SAME AS 2022 AND APPROVE ELECTION OF OFFICERS FOR THE UPUD BOARD OF DIRECTORS FOR 2023 AS FOLLOWS:

PRESIDENT –	Eric Bottomley
VICE PRESIDENT -	Greg Rasmussen
SECRETARY -	Tom Quincy
TREASURER -	Bruce Tallakson
DIRECTOR -	Ralph Chick

At this time President Bottomley moved to New Business.

NEW BUSINESS:

- 7.a REQUEST FOR LEAK ADJUSTMENT – HENDRIX - \$7182-000 – 1417 COYOTE DR., MURPHYS – A copy of the leak request and calculations were included in the agenda packet. Rodney Hendrix was introduced & reviewed his leak request with the Board.

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

MINUTE ENTRY. TO APPROVE THE HENDRIX LEAK ADJUSTMENT IN THE AMOUNT OF \$61.43.

At this time President Bottomley returned to Old Business.

OLD BUSINESS:

- 6.c REPORT & APPROVAL OF UPUD FY 2021-2022 AUDIT - Auditor, Ryan Jolley, gave a report to the Board on the UPUD FY 2021-2022 Audit. The Auditor's Management Report was provided to the Board for their review.

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

MINUTE ENTRY. TO APPROVE THE UPUD FY 2021-2022 AUDIT AS PRESENTED.

- 6.d REQUEST FROM GSD, LLC TO CONTINUE DISCUSSION ON THE POSSIBILITY OF PURCHASING THE HALF OF THE GARAGE THAT UPUD OWNS AT 39 MAIN STREET, A MURPHYS. A copy of the request from GSC, LLC was included in the agenda packet for review. Sean Connelly and Daniel McCubbins of GSC, LLC were in attendance and reviewed their request to continue discussion and possible negotiation for the purchase of the half of the garage that UPUD owns at the 339 Main Street, Murphys location. Discussion ensued and it was the Board's consensus to give the General Manager, Jessica Self, time to review the request and costs associated with this request. Jessica said she will schedule a meeting with GSD, LLC to review the request further.

- 6.e IRRIGATION CUSTOMERS REQUESTS TO CHANGE SIZE ON IRRIGATION METERS. This item was continued from the January meeting to develop and approve a process and costs to customers for these requests. Copies of both the Peirano and Saunders's requests were included in the agenda packet for review.
1. Don Peirano - #5595-000 – 7603 Red Hill Road, Angels Camp – Request to Change Meter Size From a 6” to a 4” Meter – Don Peirano (Note: Correction made to account # & address to match UPUD records.)
 2. Jim Saunders - #5386-000 – 3949 Carson St., Vallecito – Request to Change Meter Size from a 3” to a 1½ ” Meter.

President Bottomley noted that these two requests were brought back from the January meeting for further review and action. President Bottomley noted that, as discussed in January & due to the age of the Peirano meter, the Board can lower the Peirano service rate to his requested 4” or 3” meter immediately and then install the meter as soon as the district has one available to install. President Bottomley said that, per discussion with the General Manager, he had been informed that a policy then needs to be developed and approved for any future requests of this type. Lengthy discussion ensued regarding the two requests and it was the Board’s consensus to approve the size change on both requests and change the service rates retroactively to January 1, 2023 to the size requested and the district will change out the meters as soon as they are available. Also, the district will cover labor costs associated with these two meters. General Manager will develop a new policy for any future requests moving forward. Don Peirano verified that, per his engineer, he would like to change to a 3” meter.

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

MINUTE ENTRY. TO APPROVE REQUESTS FOR CHANGE OF METER SIZE ON PEIRANO #5595-000 TO 3” METER AND SAUNDERS #5386-000 TO 1 1/2” METER WITH SERVICE RATES RETROACTIVE TO JANUARY 1, 2023 AND METERS TO BE CHANGED OUT AS SOON AS METERS ARE AVAILABLE. THE DISTRICT WILL COVER FULL COST OF METERS AND LABOR INVOLVED TO INSTALL THESE METERS.

Director Rasmussen recommended that the district look into a policy to include PRV valves be included on irrigation services at customers cost to help with fluctuation of pressure in the system. Discussion ensued regarding forming an Irrigation ADHOC committee to work on these policies with the General Manager.

- 6.f NOTICE OF DISCONNECTION OF WATER SERVICE – APPROVAL OF NOTICE TO CUSTOMERS. A copy of the proposed notice was included in the agenda packet for review. This item was postponed from the January meeting. The General Manager reviewed the need for the notice to help bring UPUD in compliance with SB998 regulation and to be able to

post the notice on our website and handout to customers. Discussion ensued regarding the notice and forthcoming policies.

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

MINUTE ENTRY. TO APPROVE THE NOTICE OF DISCONNECTION OF WATER SERVICE AS PRESENTED.

At this time President Bottomley moved to Reports.

REPORTS:

10.a UWPA REPORT. Joel Metzger reported that UWPA had been awarded an \$83,000 Water Smart Grant through the US Bureau of Reclamation. UWPA will be able to use these funds to install remotely automated waste gates and cross gates on the canal system. This will be a huge safety benefit and will help save water in the system. This is a 50% matching grant, and they are hoping that UWPA's portion will be made up through in-kind services. Joel noted that this grant can be requested each year if the scope of work is revised. Joel is hoping to apply for future needs as much as possible. Joel also reported that UWPA had done an overlay today at the spillway leaving the Angels Forebay to repair leaks going towards the Dogtown ditch. Joel said he will be starting work on the UWPA budget soon and he will be meeting with Jessica on Friday to start reviewing items and will be working on budget projections in the next weeks and months to bring back to the Boards.

Next UWPA meeting is scheduled for Tuesday, February 21, 2023, at 5:30 PM at the UWPA office in Angels Camp.

10.b LAFCO REPORT. There was nothing to report.

The next LAFCO meeting is scheduled for Monday, January 23, 2023, at 6:00 PM at the Calaveras County Board of Supervisors Chambers in San Andreas.

10.c GENERAL MANAGER'S REPORT. Eric Bottomley introduced UPUD's new General Manger, Jessica Self. General Manager, Jessica Self, said she is only on day three and wanted to thank staff and the Directors for being so welcoming and for all the assistance and information provided. Jessica said she is really happy to be here and excited to move forward and understand the challenges at the District. She said she is looking forward to working as a team to make solid improvements for the long-term. Jessica said she wants to look at and understand the District's CIP so we can have a solid plan moving forward to implementing projects, looking at rates and applying for grants to offset any costs. Jessica said she has meetings planned to meet with JPA partners and hopes to continue to build strong partnerships for the district. Jessica provided handouts to the Board regarding some legal

issues that could affect the District and water use efficiency. Jessica reviewed the handouts with the Board. Jessica said she will be bringing these issues back to the Board for further review and consideration.

11. DIRECTORS COMMENTS. Director Rasmussen thanked the Board for conducting the General Manager interviews that he was unable to participate in due to his absence. The Board thanked those in attendance for their participation and interest in the UPUD District. President Bottomley thanked staff and the Board.

ADJOURN TO CLOSED SESSION: President Bottomley reported that one of the items to be discussed in Closed Session was the Notice to Cure and Correct Brown Act Violations and to Cease and Desist from Future Brown Act Violations received from Michael Hatfield. Copies of the Notice were provided to the Board and were available to the public. The meeting was adjourned to Closed Session at 6:20 PM.

- 8.a CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9(d)(2) (THREE CASES – SIGNIFICANT EXPOSURE TO LITIGATION)

RECONVENE TO OPEN SESSION: The meeting reconvened to open session at 7:45 PM.

9. REPORT ON CLOSED SESSION ITEMS: Direction was given to the General Manager.
12. NEXT MEETING: The next regular meeting is scheduled for Wednesday, March 15, 2023, at 5:30 PM.
13. ADJOURNMENT. The meeting was adjourned with no further business at 7:48 PM.

Submitted by: TE Quincy
Thomas E. Quincy, Secretary

Date: 3-21-23

ATTEST:

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