

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

**MINUTES OF AUGUST 21, 2019 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:	GREG RASMUSSEN	Vice President
	TOM QUINCY	Secretary
	DUANE ONETO	Treasurer
	ERIC BOTTOMLEY	Director

Directors Absent:	RALPH CHICK	President
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Also Present:	ELAINE URRUTY	Office Manager
	STEVE SARANTOPOULOS	UWPA
	DAVID ANDRES	UWPA
	PUBLIC AT LARGE	

1. PLEDGE OF ALLEGIANCE. The Pledge was given.
2. PUBLIC COMMENT. There was no Public Comment.

At this time Vice-President Rasmussen moved to New Business, Items 8.a & 8.b to accommodate customer in attendance and UWPA presentation.

**NEW BUSINESS:**

- 8.a REQUEST FOR LEAK ADJUSTMENT - #6497-000 – Caren Downs & Paul Linn – 146 Fieldstone Dr., Murphys; DISCUSSION/POSSIBLE ACTION A copy of the leak adjustment request letter and printout of account with overage calculations were included in the agenda packet for review. Paul Linn reviewed with the Board that, due to a timer malfunction in their sprinkler system while they were out of town, their irrigation system ran for two weeks causing an overage of \$130.24 and they were therefore asking for a leak adjustment. Elaine Urruty reported that per our ordinance, the recommended adjustment is ½ of the overage above a three year average, which would equal \$65.12, if granted. Elaine noted that District Manager, Bill Eltringham, had recommended no leak adjustment.

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

MINUTE ENTRY. TO APPROVE A LEAK ADJUSTMENT TO CARREN DOWNS & PAUL LINN IN THE AMOUNT OF \$65.12.

8.b UWPA PENDING APPLICATION TO CONTRACT WITH CALPERS PENSION PLAN & REQUEST OF MEMBER AGENCIES TO ASSUME LIABILITY; DISCUSSION/POSSIBLE ACTION A packet with copies of a memo from UWPA staff to Directors regarding the request to cover UWPA employees with CalPERS retirement along with UPUD Draft Resolution #2019-04 and the Draft Third Amendment to the Amended Joint Powers Agreement were included in the agenda packet for review. Director Rasmussen reported that UWPA is looking into providing their employees with CalPERS retirement benefits. Both UPUD and City of Angels employees have CalPERS retirement benefits and the UWPA Board feels it is necessary to provide CalPERS benefits to the UWPA employees in order to retain employees. In order for UWPA to contract with CalPERS, it is necessary for both City of Angels and UPUD to agree and assume potential liability, if UWPA can not cover the costs of CalPERS. Director Rasmussen introduced David Andres, Consultant for UWPA, for his presentation.

1. INFORMATIONAL PRESENTATION RE CALPERS BY DAVID ANDRES, UWPA CONSULTANT David Andres gave an informational presentation on the CalPERS retirement system and reviewed the differences in Classic and PEPRAs coverages and liabilities. Basically, Classic coverage is for employees hired prior to January 2013 and PEPRAs coverages are for employees hired after January 2013. PEPRAs coverage has lower unfunded liability costs and lower risks involved in the plan. Also, the contract formulas are different for Classic vs PEPRAs which involves less cost for PEPRAs coverage. David also noted that to be vested in PEPRAs, employees must work five years while covered under PEPRAs and that the UWPA employees would not get prior years credit, unless they have banked credit working for a CalPERS employer prior to UWPA. Also, PEPRAs requires a 50/50 match of the employer and the employee, which is not required of Classic coverage. To summarize, David said, there will be no unfunded liability for the first five years of the contract and after the first five years unfunded liability would be minimal and PEPRAs has a required 50/50 employer/employee match, so employees share in the cost. David said UWPA has recently lost an employee to the Forest Service and another is possibly leaving to go to DWR. A common complaint is that UWPA does not have CalPERS and the employees and Board feel it is necessary to have CalPERS to help retain qualified employees.
2. PROPOSED THIRD AMENDMENT TO THE JOINT POWERS AGREEMENT (JPA) WITH UWPA; DISCUSSION/POSSIBLE ACTION.....RES. #2019-04 David Andres reviewed the process involved if the Board approves the UWPA CalPERS retirement coverage for UWPA employees and the approval of the Third Amendment to the JPA and UPUD Resolution #2019-04. David said, if City of Angels approves CalPERS, this is still a lengthy process. Once adopted and sent to CalPERS, CalPERS will request information from member agencies to review financials and other aspects of operations to make sure agencies are eligible. Then member agencies and UWPA need to provide resolutions of intent to enter into a contract with CalPERS. Then the employees are sent out a ballot to vote as to whether they want to be in the plan or not since they have to contribute also. Once CalPERS affirms the vote, then there will be a final resolution to approve the

contract. David said that this process takes 6 months to a year to complete. Lengthy discussion ensued regarding costs of any liability that could be involved.

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

**RES. #2019-04. TO APPROVE THE THIRD AMENDMENT TO THE UWPA AMENDED JOINT POWERS AGREEMENT TO ADD 'SECTION 4.7 – LIABILITY OF MEMBERS FOR ALL LIABILITIES AND OBLIGATIONS OF THE AUTHORITY' TO COVER PROPORTIONATE SHARE OF CALPERS LIABILITY.**

At this time David Andres and Steven Sarantopoulos of UWPA were leaving and the Board asked Steve to report on UWPA before he left. Steve said that he has a meeting scheduled with City of Angels at staff level to review the CalPERS coverage. Steve said in regards to the ReMAT that the coalition has recently sent a letter to the CPUC, because even though the court ruled against the ReMAT, there is a window where the CPUC can rewrite the standard contract and meet compliance and this should free the ReMAT to be re-engaged. There are some on the Coalition that think this process could take a couple months, but Steve said he thinks it could take longer, but this is still good news. David Andres also noted that the next UWPA meeting will be reviewing the final draft of the CIP. David said that this meeting will be at 3 p.m. on Tuesday and the UWPA Legal Counsel will also be reviewing UWPA water rights.

At this time Vice-President Rasmussen returned to the Consent Agenda, Items #4 & #5.

### **CONSENT AGENDA**

Elaine Urruty reported that she had added the Consent Agenda per Director Oneto's request at the last meeting. Consent agendas are to be used for items not needing discussion to help shorten meetings. If discussion is needed, items should be moved to Regular Agenda by request. Elaine said she reviewed how consent agendas were being used by local agencies and reviewed Roberts Rules of Order & recommendations online for consent agendas and tried to follow these guidelines. Because it was recommended not to have financial reports on the consent agenda in order to be more transparent and to show that the Board reviews financials, Elaine left the financial reports in Recurring Business. This can be changed, if the Board so wishes. Discussion ensued regarding use of the consent agenda.

4. APPROVAL OF MINUTES: July 17, 2019
5. APPROVAL OF MINUTES APPROVAL OF EXPENDITURES: June 2019 Expenditures

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

MINUTE ENTRY. TO APPROVE ON THE CONSENT AGENDA - ITEM #4 – MINUTES – JULY 17, 2019 & #5 – EXPENDITURES – JULY 2019 AS PRESENTED.

## REGULAR AGENDA

### RECURRING BUSINESS:

- 6.a CASH RECEIPTS REPORT. The Cash Receipts report for the month of July 2019 was included in the agenda packets for review. Elaine reviewed the cash receipts report with the Board. Elaine noted receipt of FY 2017-2018 final disbursement for property taxes from Calaveras Co in the amount of \$6,186.76; receipt of \$14,000 for a new domestic connection from Self and payment from Sweet & Maddox to cover cost of extending the UPUD domestic line to their property on Moaning Cave Rd for later service to be paid for upon connection. Elaine also noted that she had written off our one bad debt for FY 2018-2019 for the Blastronix bankruptcy in the amount of \$350, since it was uncollectable and recommended by Legal Counsel, Ken Airola.
- 6.b BALANCE OF FUNDS REPORT. The Balance of Funds report for the month of July 2019 was included in the agenda packet for review. Elaine Urruty reviewed the Fund Balance Report and quarterly transfers with the Board. The current LAIF balance as of July 31, 2019 is \$2,254,365.12.
- 6.c BALANCE SHEET & INCOME STATEMENT. The July 2019 Balance Sheet & Income Statement were included in the agenda packet for review. Elaine Urruty reviewed the reports and reported the year to-date net income as of July 31, 2019 is \$66,834.20. Elaine reminded the Board that the Fund Balance amount is prior to end-of-year postings. Elaine reported that the net difference of our cash and reserve accounts to our long term debts as of July 31, 2019 is a positive \$1,619,369.

### OLD BUSINESS:

- 7.a REVIEW & POSSIBLE REVISION OF PERSONNEL POLICIES REGARDING PART-TIME EMPLOYEES: DISCUSSION/POSSIBLE ACTION – This item was table to the next meeting.

### NEW BUSINESS: (cont.)

- 8.c APPROVAL OF UWPA PAYMENT OF \$10,000 FOR WATER CONTRACT, 1<sup>st</sup> QUARTER FY 2019-2020; DISCUSSION/POSSIBLE ACTION. A copy of UWPA invoice #19-63 was included in the agenda packet for review.

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

MINUTE ENTRY. TO APPROVE PAYMENT OF THE \$10,000 WATER CONTRACT PAYMENT FOR 1<sup>st</sup> QUARTER OF FY 2019-2020.

- 8.d APPROVAL OF UWPA PAYMENT OF \$35,000 CONTRIBUTION FOR 1<sup>st</sup> QUARTER FY 2019-2020; DISCUSSION/POSSIBLE ACTION A copy of UWPA invoice #19-65 was included in the agenda packet for review.

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

MINUTE ENTRY. TO APPROVE PAYMENT OF THE \$35,000 CONTRIBUTION PAYMENT FOR 1<sup>st</sup> QUARTER OF FY 2019-2020.

#### REPORTS:

- 9.a HWY 4 CORRIDOR ADHOC COMMITTEE REPORT. There was no meeting in July. Elaine reported that it has been decided to have the Hwy 4 Corridor meetings quarterly beginning with September 5, 2019 at Murphys Sanitary District. Other dates given were December 5, 2019, March 5, 2020 & June 4, 2020 with place and times TBD.

Hwy 4 Corridor meetings will start meeting quarterly. The next meeting is scheduled for Thursday, September 5, 2019 at 4:00 PM at the Murphys Sanitary District office in Murphys.

- 9.b UWPA REPORT. Director Rasmussen said there was nothing else to report at this time, but it is encouraging news on the ReMAT project.

Next UWPA meeting is scheduled for Tuesday, August 27, 2019 at 3:00 PM at the UWPA office in Angels Camp.

- 9.c LAFCO REPORT. There was no meeting this month.

The next LAFCO meeting is scheduled for Monday, September 16, 2019 at 6:00 PM at the Calaveras County Board of Supervisors Chambers in San Andreas.

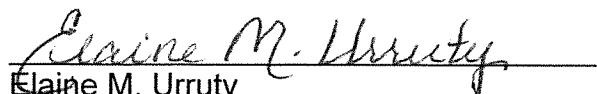
- 9.d DISTRICT MANAGER'S REPORT. Bill Eltringham was not in attendance.

- 9.e OFFICE MANAGER'S REPORT. Elaine Urruty reported that the CCR reports were completed and sent out with the July statements and posted in town. Elaine said she has completed all the quarterly transfers and quarterly payroll taxes. Elaine said that she and Lisa are working on Master Plan numbers for Weber-Ghio, which is very time consuming and must be done manually because of the way they need the data. All completed data was sent to Weber-Ghio today and there are approximately 5 1/2 years left to complete. Discussion ensued regarding the reports needed and the change in how they are being requested. Elaine reported that the website is ready to go live & Nhu wanted to train before going live. Elaine said that due to Master Plan numbers needing priority, she cancelled the training meeting with Nhu last week. Elaine said she will discuss with Nhu the possibility of going live before training and add pictures & documents later. Elaine said she also needs to meet with Bill to discuss the office situation and staffing so she has better direction and knows how to move forward. Discussion ensued regarding the part-time customer service position and hours, full-time vs part-time and the need to update our policies in regards to part-time employee benefits and probationary benefits. Elaine stated that she hired Mary Miloslavich as part-time 20 hours per week per the Board's approval and then Bill recommended at the last meeting to make the part-time position full-time and not move Elaine's office next door. It was the Board's consensus to put this item on the agenda for the next meeting.
- 9.f IRRIGATION COMMITTEE. Director Oneto stated that he would like to have Bill schedule an Irrigation Committee meeting in the near future to review our irrigation system needs and rates.
- 9.g PERSONNEL COMMITTEE. Director Bottomley said that when Director Chick returns, they will schedule a meeting to get together with Bill & Elaine to review staffing and coordination of workload.
- 9.h BUDGET/FINANCE COMMITTEE. There was nothing to report.
10. DIRECTORS COMMENTS. Director Oneto was concerned with the Consent Agenda and whether or not to have Financial Reports included. Discussion ensued regarding the Consent Agenda and how it is to be used. Elaine asked the Board if they could look into a CIP for UPUD before approving the UWPA CIP and that we need to cover and coordinate CIPs for both districts. Discussion ensued regarding the need for CIPs and that UWPA CIP will probably be approved at the next meeting and that UPUD does need a CIP also and that CIP's also help with obtaining grant funding
11. NEXT MEETING: Next regular meeting is scheduled for Wednesday, September 18, 2019, at 7:00 PM.
12. ADJOURNMENT. The meeting was adjourned with no further business at 8:28 PM.

Submitted by: TE Quincy  
Thomas E. Quincy, Secretary

Date: 10-1-19

ATTEST:

A handwritten signature in cursive script, reading "Elaine M. Urruty", is written over a horizontal line.

Elaine M. Urruty

Clerk to the UPUD Board of Directors