

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

MINUTES OF JANUARY 18, 2023 SPECIAL 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 TOM QUINCY BRUCE TALLAKSON RALPH CHICK	President Secretary Treasurer Director
Directors Absent:	GREG RASMUSSEN	Vice President
Also Present:	ELAINE URRUTY BARBARA BRENNER JOEL METZGER PUBLIC AT LARGE	Admin Asst/Clerk to Board District Legal Counsel UWPA General Manager

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

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

MINUTE ENTRY. MOTION TO APPROVE THE AGENDA AS PRESENTED.

3. PUBLIC COMMENT. Michael Hatfield recommended on agenda items that UPUD not list customers names and/or addresses on agenda items for security purposes. Michael also informed the Board that he had a Brown Act Notice to turn in to the District. Michael gave the notice to the Board Clerk.

CONSENT AGENDA

4. APPROVAL OF MINUTES:
 - a. October 19, 2022 – Regular Meeting
 - b. November 16, 2022 – Spec Meeting #1
 - c. November 16, 2022 – Spec Meeting #2
 - d. December 7, 2022 – Special Meeting = 218 Public Hearing
 - e. December 22, 2022 – Special Meeting

5. FINANCIAL REPORTS:

- a. Expenditures – October 2022, November 2022 & December 2022
- b. Fund Balance Report – October 2022, November 2022 & December 2022
- c. Balance Sheet & Income Statement – October 2022, November 2022 & December 2022
- d. YTD Budget to Actuals – December 2022

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

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

REGULAR AGENDA

At this time President Bottomley moved to Old Business to accommodate those in attendance.

OLD BUSINESS:

7.a IRRIGATION CUSTOMERS PROCEDURE AND REQUESTS TO CHANGE SIZE ON IRRIGATION METERS

- 1. Mike Peirano Request to Know Plans for Irrigation Meter Replacement – Mike asked to move to Don’s request first and then he had questions after.
- 2. Don Peirano - #5590-000 – 7597 Red Hill Road, Angels Camp – Request to Change Meter Size From a 6” to a 4” Meter – Don Peirano informed the Board that he put in a request to change from a 6” to a 4” meter, however, he has an engineer looking at his system & he may be able to go to a 3” meter. Don did not want to get approved for a 4” and not be able to go to a 3”. Discussion ensued regarding the district plans to check on age and life span of meters and the most cost effective way to change these meters out for both parties. The Board will be reviewing this issue further to come up with a fair compromise & get back to Don.

Mike Peirano asked if the funds in Hildebrand Consulting 218 report for smart meters were also for irrigation meters or only domestic meters? Discussion ensued and the Board said they will research this question and get back to Mike. Mike also asked legal counsel if there is an appeal process for the 218 process & decision made by the Board so customers can have a private person look over the consultant’s report at their cost? Barbara said customers can have a private person exam this report at any time, but it does not mean it has any impact on the Board’s decision. Lengthy discussion ensued regarding consultant used and UPUD’s engineer versus using a hydrologist engineer and other issues with the Board’s decision of raising these rates.

3. Jim Saunders - #5386-000 – 3949 Carson St., Vallecito – Request to Change Meter Size from a 3” to a 1 ½ ” Meter. Jim Saunders reviewed his request with the Board. The Board said they would note his request and get back to him once the Board comes up with a procedure.

7.b REQUEST FROM DAVID TRENT - #6226-000 – 408 CHURCH ST., MURPHYS – TO CONSIDER CONTINUATION OF A SEASONAL SERVICE ON THIS ACCOUNT AND REQUEST THAT NOVEMBER AND DECEMBER CHARGES BE RESCINDED – A copy of David Trent’s letter of request was included in the agenda packet for review. David & Diane Trent reviewed is request with the Board. Discussion ensued and it was the Board’s consensus to rescind the November and December charges & late fees and to continue with regular billing effective January 2023. This account will no longer be a seasonal account; however, the Trent’s were instructed to contact the office to discuss their options with this service and costs associated with their options. The Trents said that they would contact the office this week to make a decision on their service moving forward.

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

MINUTE ENTRY. TO APPROVE RESCINDING THE TRENT’S NOVEMBER AND DECEMBER 2022 CHARGES AND ANY LATE FEES ASSOCIATED WITH THESE CHARGES AND THAT THIS SERVICE WOULD NO LONGER BE CONSIDERED TO BE A SEASONAL ACCOUNT AND WILL BE BILLED YEAR-ROUND STARTING JANUARY 2023.

7.c NOAH GLANVILLE AGREEMENT REVIEW AND POSSIBLE APPROVAL – This item was postponed to the February meeting.

7.d NOTICE OF DISCONNECTION OF WATER SERVICE – APPROVAL OF NOTICE – A copy of the proposed notice was included in the agenda packet for review. This item was postponed to the February meeting.

NEW BUSINESS:

6.a OATHS OF OFFICE – Elaine Urruty, Clerk to the Board, gave the Oaths of Office to Thomas Quincy & Ralph Chick, who were re-elected as Directors to the UPUD Board for four-year terms.

6.b ELECTION OF OFFICERS - This item was postponed to the next regular meeting.

6.c APPOINTMENTS - UWPA & LAFCO REPRESENTATIVES – Discussion ensued regarding appointments. President Bottomley appointed the following representatives for 2023:

UWPA - Director Chick & Director Rasmussen - Representatives
Director Bottomley – Alternate

LAFCO - Director Rasmussen – Representative
Director Quincy - Alternate

- 6.d HIRING OF NEW GENERAL MANAGER & APPROVAL OF CONTRACT – A copy of the General Manager’s Draft contract was included in the agenda packet for review. Jessica Self was introduced as the new General Manager, pending signing of contract. Director Bottomley noted that the General Manager contract had been sent to legal counsel for review. Barbara Brenner, Legal Counsel, stated that they had reviewed the contract and there was no change to basic terms of salary & benefits, but have made some minor changes in other areas such as termination clause. Barbara recommended giving Jessica more time to review the contract but said that the Board can approve the contract based on basic terms of salary & benefits and allow any changes approved by legal and Jessica. It was the Board’s consensus to approve the hiring of Jessica Self as General Manager and approve the compensation and terms of contract with edits to contract to be finalized between Jessica and legal counsel.

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

MINUTE ENTRY. TO APPROVE HIRING OF JESSICA SELF AS NEW GENERAL MANAGER AND APPROVAL OF GENERAL MANAGER CONTRACT BASIC TERMS OF SALARY & BENEFITS PRESENTED WITH EDITS TO CONTRACT TO BE FINALIZED BETWEEN JESSICA AND LEGAL COUNSEL.

- 6.e APPROVAL OF SIGNING AUTHORITIES FOR UNION BANK, EL DORADO BANK & US BANK ACCOUNTS AND FOR UPUD LAIF ACCOUNT - TO REMOVE SUMMER NICOTERO AND ADD JESSICA SELF AS GENERAL MANAGER AND TO AUTHORIZE ONE SIGNATURE ON UNION BANK CHECKS. Discussion ensued and Jessica requested delaying the one signature request until she can look into this issue further.

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

MINUTE ENTRY. TO AUTHORIZE UPDATING SIGNING AUTHORITIES TO REMOVE SUMMER NICOTERO AND ADD JESSICA SELF AS GENERAL MANAGER ON UNION BANK, EL DORADO BANK AND US BANK ACCOUNTS AND ON THE UPUD LAIF ACCOUNT.

REPORTS:

- 8.a UWPA REPORT. Joel Metzger gave a report on the rough last two weeks his crew had with all the water and weather and they had no major damage and the team did great keeping up with everything. Joel said he went out with the crew and noted that UWPA needs to get some better tools to help the crew and they are looking into remotely operated automatic gates and costs associated with them and looking into where they might be located on the system. Joel said he will be bringing a recommendation to the UWPA Board at the next meeting to put funds towards these gates before the next storm season. Joel reported that UWPA was awarded an \$83,000 water smart grant from the US Bureau of Reclamation to help line canals with shotcrete and add aging stations. Joel said they will also be starting work on \$1.2 million Hunter's Reservoir fuel reduction project with the environmental portion. Joel said UWPA had a budget meeting this week and they are beating revenue expectations, so things are looking good. Discussion ensued regarding the UWPA presentation that was given in Angels Camp and Director's and staff noted there were a lot of good comments and feedback from the public. Joel said he was requested to do a presentation in the Murphys area, but he would like to discuss this with the new General Manager and coordinate with UPUD.
- Next UWPA meeting is scheduled for Tuesday, January 24, 2023, at 5:30 PM at the UWPA office in Angels Camp.
- 8.b LAFCO REPORT. Elaine Urruty reported that Summer had planned to meet with John Benoit from LAFCO to review UPUD's SOI. The next meeting is on Monday and UPUD is still on the Manager's report for information only.
- 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.
- 8.c GENERAL MANAGER'S REPORT. There was no General Manager's report.
9. DIRECTORS COMMENTS. Director Bottomley reported that Jason Eltringham had an accident in the Chevy pickup today and was rear ended on Hwy 4, but everyone was okay. All proper paperwork was done. Director Chick said he was glad everyone was okay. The Board welcomed new General Manager, Jessica Self.
10. NEXT MEETING: The next regular meeting is scheduled for Wednesday, February 15, 2023, at 5:30 PM.
11. ADJOURNMENT. The meeting was adjourned with no further business at 6:28 PM.

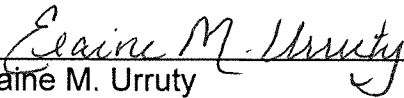
Submitted by:

TE Quincy
Thomas E. Quincy, Secretary

Date:

2-15-23

ATTEST:



Elaine M. Urruty
Clerk to the UPUD Board of Directors