

**LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
NOVEMBER 9, 2021**

CALL TO ORDER

President Sharman called the meeting to order at 2:00 P.M. Directors present were Fairbanks, Marciniak, Mastelotto and Salvucci. Field Operations Supervisor (FOS) Victorino, Board Clerk (BC) Hamblin, and District Engineer Knibb and Incoming General Manager Goyer represented the District. Also in the audience was guest Ray Souza.

Clay Singleton of SingletonAuman PC joined the meeting at 2:03 P.M. via Zoom.

SALUTE TO THE FLAG

Vice President Mastelotto led the meeting with the salute to the flag.

CONSENT AGENDA

The Board reviewed the minutes of the Regular Board Meeting of October 12 2021, the Financial Reports and the Claims List for month ending October 31, 2021. After discussion, it was moved by Director Fairbanks and seconded by Director Mastelotto that the items on the consent agenda be approved as presented. The motion passed with the following roll call vote:

Ayes: Directors Fairbanks, Marciniak, Mastelotto, Salvucci and Sharman.

General Manager McCutcheon joined the meeting at 2:10 P.M.

PRESENTATION OF THE 2020-21 INDEPENDENT AUDIT REPORT

Clay Singleton of SingletonAuman PC presented the 2020-21 Independent Audit Report. After discussion, it was moved by Director Marciniak and seconded by Director Fairbanks to approve the Independent Audit Report as prepared by SingletonAuman PC for the fiscal year ending June 30, 2021. The motion passed with the following roll call vote:

Ayes: Directors Fairbanks, Marciniak, Mastelotto, Salvucci and Sharman.

Clay Singleton of SingletonAuman PC left the meeting at 2:18 P.M.

REQUEST PURCHASE APPROVAL OF BILLING DOCUMENT SYSTEM (BDS) SERVICES

GM McCutcheon and BC Hamblin presented the final review of the proposed outsourcing of statement printing and mailing with additional website portal for customer payments. After discussion, it was moved by Director Mastelotto and seconded by Director Marciniak to approve the purchase and implementation of the BDS Customer Billing Outsourcing System. The motion passed with the following roll call vote:

Ayes: Directors Fairbanks, Marciniak, Mastelotto, Salvucci and Sharman.

REQUEST APPROVAL TO SUBMIT PALERMO WASTEWATER CONSOLIDATION PLANNING GRANT APPLICATION AND CONSIDERATION OF ADOPTION OF RESOLUTION NO. 06-2021 "AUTHORIZING THE GENERAL MANAGER OR DESIGNEE AS DULY AUTHORIZED REPRESENTATIVE FOR THE DISTRICT"

GM McCutcheon and Engineer Knibb updated the Board on the status of the Palermo Wastewater Consolidation Planning Grant Application. After discussion, it was moved by Director Mastelotto and seconded by Director Fairbanks to adopt Resolution No. 06-2021 "Authorizing the General Manager or Designee as Duly Authorized Representative for the District" and authorize District Personnel to execute and submit the application for the Palermo Wastewater Consolidation Planning Grant. The motion passed with the following roll call vote:

Ayes: Directors Fairbanks, Marciniak, Mastelotto, Salvucci and Sharman.

REQUEST TO REVIEW AND ADOPT POLICY 2379 - "JOB DESCRIPTION - CUSTOMER ACCOUNT SPECIALIST"

GM McCutcheon requested the Board to waive the requirement to review the draft proposed new policy at a prior meeting and adopt Policy 2379 - "Job Description - Customer Account Specialist". After discussion, it was moved by Director Sharman and seconded by Director Marciniak to waive the requirement to review the draft proposed new policy at a prior meeting and adopt Policy 2379 - "Job Description - Customer Account Specialist". The motion passed with the following roll call vote:

Ayes: Directors Fairbanks, Marciniak, Mastelotto, Salvucci and Sharman.

REQUEST TO REVIEW AND ADOPT POLICY 2151 – “EMPLOYEE COMPENSATION SCHEDULE”

GM McCutcheon requested the Board to waive the requirement to review the amendment to the policy at a prior meeting and adopt Policy 2151 – “Employee Compensation Schedule”. After discussion, it was moved by Director Sharman and seconded by Director Marciniak to waive the requirement to review the amendment to the policy at a prior meeting and adopt Policy 2151 – “Employee Compensation Schedule”. The motion passed with the following roll call vote:

Ayes: Directors Fairbanks, Marciniak, Mastelotto, Salvucci and Sharman.

ADOPTION OF RESOLUTION 07-2021 – “AUTHORIZING REMOTE MEETINGS CONSISTANT WITH AB 361”

GM McCutcheon updated the Board on the changes in AB 361 and requested that the Board adopt Resolution 07-2021 – “Authorizing Remote Meetings Consistent with AB 361”. After discussion, it was moved by Director Mastelotto and seconded by Director Salvucci to Adopt Resolution 07-2021 – “Authorizing Remote Meetings Consistent with AB 361”. The motion passed with the following roll call vote:

Ayes: Directors Fairbanks, Marciniak, Mastelotto, Salvucci and Sharman.

AUTHORIZE INCOMING GENERAL MANAGER GOYER’S EMPLOYMENT CONTRACT

GM McCutcheon presented the Employment Contract for the incoming General Manager to be approved and executed at a regular board meeting. After discussion, it was moved by Director Mastelotto and seconded by Director Salvucci to authorize President Sharman to Execute the At-Will Employment Contract for General Manager with David G. Goyer. The motion passed with the following roll call vote:

Ayes: Directors Fairbanks, Marciniak, Mastelotto, Salvucci and Sharman.

SC-OR COMMISSIONERS’ REPORT

No report given.

BCSDA REPRESENTATIVES AND LAFCo REPORT

No report given.

FIELD OPERATIONS REPORT

FOS Victorino presented the Field Operations Report.

PERSONNEL COMMITTEE MEETING REPORT

No report given.

ADJOURNMENT

There being no further business to come before the Board the meeting was adjourned at 3:09 P.M.

Respectfully submitted,

Kelly Hamblin,
Clerk of the Board