

**LAKE OROVILLE AREA PUBLIC UTILITY DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING  
DECEMBER 8, 2020**

**CALL TO ORDER**

President Kuehner called the meeting to order at 2:00 P.M. Directors present were Fairbanks, Hosley, Kuehner and Mastelotto. Field Operations Supervisor (FOS) Sanders, District Engineer Knibb, General Manager (GM) McCutcheon, and Clerk of the Board Hamblin represented the District.

**SALUTE TO THE FLAG**

President Kuehner led the meeting with the salute to the flag.

**MOMENT OF SILENCE**

President Kuehner asked the Board to observe a moment of silence.

Director Sharman joined the meeting at 2:02PM

**CONSENT AGENDA**

The Board reviewed the minutes of the Regular Board Meeting of November 10, 2020, the Financial Report and the Warrant List for month ending November 30, 2020. After discussion, it was moved by Director Fairbanks and seconded by Director Hosley that the items on the consent agenda be approved as presented. The motion passed with the following roll call vote:

Ayes: Directors Fairbanks, Hosely, Kuehner, Mastelotto and Sharman.

**ANNUAL BOARD REORGANIZATION**

President Kuehner opened the floor to nominations for 2021 Board Officers. Director Fairbanks nominated Vice President Sharman for the office of President. Director Fairbanks moved to close the nominations. Director Mastelotto seconded the motion.

The following roll call vote was taken:

Director Sharman

Ayes: Directors Fairbanks, Hosley, Kuehner, Mastelotto, and Sharman.

Vice President Sharman was elected to the office of President for 2021.

President Kuehner opened the floor to nominations for the office of Vice President. Director Fairbanks nominated Director Mastelotto for the office of Vice-President. Director Mastelotto nominated Director Fairbanks for the office of Vice President. Director Hosley moved to close the nominations. President Kuehner seconded the motion.

The following roll call vote was taken:

Director Mastelotto

Ayes: Directors Fairbanks, Sharman, Kuehner

Director Fairbanks

Ayes: Directors Mastelotto, Hosley

Director Mastelotto was elected to the office of Vice President for 2021

### **REGULAR BOARD MEETING SCHEDULE**

After discussion, President Kuehner made a motion to adopt the proposed regular meeting schedule of the second Tuesday of each month at 2:00 P.M. The motion was seconded by Director Fairbanks. The motion passed with the following roll call vote:

Ayes: Directors Fairbanks, Hosley, Kuehner, Mastelotto, and Sharman.

### **APPOINTMENTS TO THE PERSONNEL COMMITTEE**

GM McCutcheon noted the need for a standing committee to review and revise current employee policies, wages and benefits, and budget requests for the upcoming fiscal year budget. This committee would replace the ad hoc Personnel Advisory Committee normally appointed by the Board President. After discussion, President Kuehner appointed Director Fairbanks and Director Hosley to represent the board on the Personnel Committee. GM McCutcheon and Clerk of the Board Hamblin will represent the District on the Personnel Committee.

### **APPOINTMENTS TO THE LATERAL POLICY AND REGULATIONS ADVISORY COMMITTEE**

GM McCutcheon noted the need for an Ad-Hoc committee to review the District Policy and Regulations to create a comprehensive lateral inspection and replacement program. After discussion, President Kuehner appointed himself and Director Mastelotto to the committee. FOS Sanders, Engineer Knibb and GM McCutcheon will represent the District on the Lateral Policy and Regulations Advisory Committee.

## **APPROVAL TO PURCHASE NEW SERVER**

GM McCutcheon updated the board on the status of the District's server failure. GM McCutcheon noted that the current server is seven years old and \$12,000.00 was included in our fiscal budget for the purchase of a new server. Additional equipment may be needed to secure the unit and the installation. After discussion, President Kuehner made a motion to approve the purchase of the new server and related expenses not to exceed \$12,800.00. The motion was seconded by Director Mastelotto. The motion passed with the following roll call vote:

Ayes: Directors Fairbanks, Hosley, Kuehner, Mastelotto, and Sharman.

## **COVID19 UPDATE**

GM McCutcheon updated the Board on the District's continued response to the COVID19 pandemic.

## **SC-OR COMMISSIONERS' REPORT**

Director Kuehner noted that Glen Sturdevant is the new Plant Manager with SC-OR.

GM McCutcheon noted that he and FOS Sanders had met with Glen Sturdevant and Mikah Salsi.

## **BCSDA REPRESENTATIVES AND LAFCo REPORT**

GM McCutcheon noted that he did not have anything to report for BCSDA.

Director Sharman noted that the City of Oroville and the El Medio Fire Department may be entering into a contract to continue to provide service to the area.

## **BOARD MEMBER'S, MANAGER AND STAFF COMMENTS**

FOS Sanders updated the Board on the status of the failing laterals.

Engineer Knibb updated the Board on the status of the Ophir / Lincoln Lift Station. He also noted that with the current status of the River Ranch project and the Ophir / Lincoln Lift Station he has more time to refocus on the Sewer System Master Plan and Sewer System Management Plan.

## **BOARD POLICY 2151**

GM McCutcheon noted that the updated Board Policy #2151- Employee Compensation Schedule is included in the Board Package.

**ANNUAL EMPLOYEE APPRECIATION DINNER**

GM McCutcheon noted that plans have not been made for the Annual Employee Appreciation Dinner. The dinner will be scheduled when we obtain clarification of the public health requirements.

**OFFICE CLOSURE**

The district office will be closed December 24<sup>th</sup>, 25<sup>th</sup> 2020 and January 1, 2021 for the holidays.

**ADJOURNMENT**

There being no further business to come before the Board the meeting was adjourned at 2:42 P.M.

Respectfully submitted,

Kelly Hamblin,  
Clerk of the Board