

**ACTION ONLY MINUTES
REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT**

6425 Main Street,
Georgetown, California 95634

**TUESDAY, SEPTEMBER 12, 2023
2:00 P.M.**

BOARD OF DIRECTORS

Mitch MacDonald, President

Donna Seaman, Vice President

Mike Thornbrough, Treasurer

Michael Saunders, Director

Robert Stovall, Director

Presenting Staff

Nicholas Schneider General Manager, Jessica Buckle Office Finance Manager,
Adam Brown Operations Manager,
Alexis Elliott Water Resource Manager

MISSION STATEMENT

It is the purpose of the Georgetown Divide Public Utility District to:

- Provide reliable water supplies.
- Ensure high-quality drinking water.
- Promote stewardship to protect community resources, public health, and quality of life.
- Provide excellent and responsive customer services through dedicated and valued staff.
- Ensure fiscal responsibility and accountability are observed by balancing immediate and long-term needs.

A record of the complete proceedings is available on the District's YouTube channel;
<https://www.youtube.com/watch?v=q5Abu2HB74Y>

1. CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

President MacDonald called the meeting to order at 2:04 p.m. Director Stovall led the Pledge of Allegiance.

Roll Call was taken:

Present: Stovall, Saunders, Thornbrough, Seaman and MacDonald

Absent: None

2. ADOPTION OF AGENDA

Director Saunders motioned to adopt the agenda. Director Stovall seconded the motion.

Public Comment: No comments were received.

President MacDonald called for the vote.

Ayes: Director Seaman, Director Thornbrough, Director Saunders, Director Stovall, and President MacDonald

Nays: None

Abstentions: None

The motion Passed **Unanimously**.

3. **PUBLIC FORUM**

Cherie Carlyon

4. **CONSENT CALENDAR**

A. Approval of Minutes

- August 8th Regular Board Meeting

B. Consider Adoption of Equipment Surplus List

C. Adoption of JPIA Commitment to Excellence Agreement

Director Stovall motioned to approve the Consent Calendar. Director Seaman seconded the motion.

President MacDonald called for the vote.

Ayes: Director Seaman, Director Thornbrough, Director Saunders, Director Stovall, and President MacDonald

Nays: None

Abstentions: None

The motion Passed **Unanimously**.

5. **FINANCIAL REPORTS**

A. Budget to Actuals Report (through August 30, 2023)

B. Pooled Cash Report (through August 30, 2023)

C. Monthly Check Reports (August 30, 2023)

D. Vendor Report Year to Date

Public Comment:

Cherie Carlyon

6. **INFORMATIONAL ITEMS**

A. Board Reports

Director Saunders reviewed his report highlights which included:

-The Director attended The RWA Executive Committee meeting, the ACWA Headwaters working group, and was involved with ACWA Region 3 events.

President MacDonald reported on the following items:

-The Director attended the CSDA annual conference in Monterey. The primary areas of focus were Board practices, budgeting processes, and alternative options to the Tyler system.

-The Director attended Representative Kevin Kiley's town hall and personally thanked him for his support of the District through the federal appropriations funding advocacy.

B. Legislative Liaison Report

Director Saunders reported on the following items:

-Updates were delivered per the report regarding State Legislation which the District has been monitoring.

-The District has been included in the budget junior trailer bill, AB 104 in the amount of \$250,000 on a line item for generators and an AML meter.

-The Federal Congressional Bill titled the STREAM Act was introduced; it is specific to the Sacramento Regional Water Authority.

C. Operation Manager's Report

- Monthly Water Demand Assessment
- Tank Coating-Request for Proposals (RFP)

Operations Manager Adam Brown delivered the report. Stumpy Meadows reservoir is a little above 90% which is 120% of the average for this time of year. The impacts of access road usage and the pressing need to prepare the surfaces before winter to ensure the District's ability to reach infrastructure were discussed.

D. Water Resources Manager's Report

Water Resource Manager Alexis Elliott reviewed the report highlights. The weather and precipitation forecasts were discussed. The approaching months and winter are predicted to be precipitation-heavy.

E. General Manager's Report

General Manager Nicholas Schneider reviewed the report highlights. The state appropriations award of \$250,000 was celebrated and discussed. The funds will assist with the AMI infrastructure process and generator support for the water system. There was an update regarding the Auburn Lake Trails WDR discussion with the county.

Public Comment-

Stephen Dowd
Cherie Carlyon

7. COMMITTEES

A. Irrigation Committee – Ray Griffiths, Chairman – Next Meeting September 21, 2023

- **Board Liaisons:** Directors Seaman and Thornbrough

Director Seaman updated the Board that there had not been a meeting in the last month as such there was no news to deliver.

B. Finance Committee – Andy Fisher, Chairman - Next Meeting September 28, 2023

- **Board Liaisons:** Directors MacDonald and Stovall

During the last Finance Committee meeting the results of the audit and the operating reserve policy were discussed. The Committee recommended submitting the finalized audit to the Board for approval. The Committee also recommended a 120-day operating reserve to the Board.

C. Ad-Hoc Committee for Policy Manual – Next Meeting September 28, 2023

- **Board Liaisons:** Directors Saunders, Seaman

Director Saunders updated the Board. The CEQA policy is under legal review. The Asset Management Policy will be reviewed next. There are several policies that will be updated and come before the Board in the next two months for approval.

D. Ad-Hoc Grant Writing Committee – Next Meeting October 4, 2023

- **Board Liaisons:** Directors Saunders and Stovall

There has been no meeting since the last Board meeting. There is a resiliency grant which is being explored as well as a series of WaterSmart grants for potential submissions.

Public Comment:

Cherie Carlyon

8. ACTION ITEMS

A. Review and Accept the Annual Financial Report for the Year Ending June 30, 2022.

Public Comment:

Cherie Carlyon

Director Thornbrough motioned to accept the Audit with the addendum in the addition of commentary summarizing a breakdown of the GASB line item report detailing the Pers UAL liabilities for the year ending 2022. Director Seaman seconded the motion.

President MacDonald called for the vote.

Ayes: Director Seaman, Director Thornbrough, Director Saunders, Director Stovall, and President MacDonald

Nays: None

Abstentions: None

The motion Passed **Unanimously**.

B. Operating Reserve Transfer for FY 2021-22 and Reserve Fund Analysis

Director Thornbrough motioned to approve a 120-day Reserve Fund transfer amount. Director Saunders seconded the motion.

President MacDonald called for the vote.

Ayes: Director Seaman, Director Thornbrough, Director Saunders, Director Stovall, and President MacDonald

Nays: None

Abstentions: None

The motion Passed **Unanimously**.

C. Approval of Vehicle Purchase

Director Thornbrough motioned to approve the purchase of 2 550's or equivalent vehicles not to exceed the amount of \$250,000. Director Seaman seconded the motion.

President MacDonald called for the vote.

Ayes: Director Seaman, Director Thornbrough, Director Saunders, Director Stovall, and President MacDonald

Nays: None

Abstentions: None

The motion Passed **Unanimously**.

D. Appoint Ad-Hoc Labor Committee for Labor Negotiations

Director Stovall motioned to approve the formation of the labor negotiations committee and appoint Director Thornbrough and Director MacDonald to the committee. Director Seaman seconded the motion.

President MacDonald called for the vote.

Ayes: Director Seaman, Director Thornbrough, Director Saunders, Director Stovall, and President MacDonald

Nays: None

Abstentions: None

The motion Passed **Unanimously**.

President MacDonald adjourned the open session to a closed session at 4:42 p.m.

9. **CLOSED SESSION**

A. Conference with Legal Counsel – Existing Litigation (Gov. Code, § 54956.9)

Name of Case: GDPUD v. PG&E

B. General Manager Evaluation and Contract Negotiation (GOV, Code § 54967, Subd. (b)(1))

C. Report out of Closed Session-There was no report out of closed session.

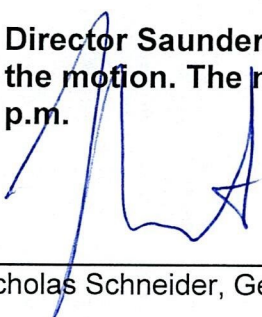
President adjourned the closed session and opened the meeting to open session at 8:23 p.m.

10. **BOARD MEMBER REQUESTS FOR ADDITIONS TO FUTURE MEETING AGENDAS**

11. **NEXT MEETING DATE AND ADJOURNMENT**

A. The next Regular Meeting will be October 10, 2023, at 2:00 PM., at the Georgetown Divide Public Utility District, 6425 Main Street, Georgetown, California 95634.

Director Saunders motioned to adjourn the meeting. Director Thornbrough seconded the motion. The motion passed by acclamation. The meeting was adjourned at 8:25 p.m.



Nicholas Schneider, General Manager

10-12-23

Date

Attachment:

1. Public Comment