



MINUTES

CLOSED SESSION AND REGULAR MEETING

**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS
6425 MAIN STREET, GEORGETOWN, CALIFORNIA 95634**

DECEMBER 8, 2020 2PM

David Souza, President
Michael Saunders, Vice President
Cynthia Garcia, Treasurer
Dave Halpin, Director
Dane Wadle, Director

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.
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Out of respect for the meeting and others in attendance, please turn off all cell phones or put in the silent mode.

Pursuant to the Government Code Section 54954.3 (The Brown Act), members of the public shall be afforded the opportunity to speak on any agenda item, provided they are first recognized by the presiding officer. The Board President will call for public comment on each agenda item. Those wishing to address the Board on a matter that is not on the agenda and within the jurisdictional authority of the District may do so during the Public Forum portion of the agenda. Please be aware of the following procedures for speaking during Public Forum or public comment sessions:

1. When called on to speak by the Board President, please approach and speak from the podium.
2. Comments are to be directed only to the Board.
3. The Board will not entertain outbursts from the audience.
4. There is a three-minute time limit per speaker.
5. The Board is not permitted to take action on items addressed under Public Forum.

6. Disruptive conduct shall not be permitted.
7. Persistence in disruptive conduct shall be grounds for removal of that person's privilege of address.

The Board President is responsible for maintaining an orderly meeting.

Director Souza called the Regular Meeting to order at 1401hrs.

1) CALL TO ORDER, AND ROLL CALL

PRESENT: DIRECTORS SOUZA, WADLE, HALPIN, GARCIA, SAUNDERS

ABSENT:

OTHERS Barbara Brenner, Legal Council,

PRESENT: Jeff Nelson, Interim GM

2) ADOPTION OF AGENDA

Director Saunders motioned to approve 2) ADOPTION OF AGENDA. Director Garcia seconded the motion.

Roll Call vote was taken:

Aye: SOUZA, WADLE, HALPIN, GARCIA, SAUNDERS

Nay: None

The motion CARRIED

3) BOARD REORGANIZATION

A. Oath of Office of Elected Directors, Mike Thornbrough, and Mitch MacDonald, Administered by Legal Counsel

B. Adoption of Resolution 2020-43, Accepting and Declaring the Results from the El Dorado Registrar of Voters for the November 3, 2020 Election of the Georgetown Divide Public Utility District Board of Directors.

Director Saunders motioned to approve 2) ADOPTION OF RESOLUTION.

Director Garcia seconded the motion.

Roll Call vote was taken:

Aye: SOUZA, SAUNDERS, GARCIA, THORNBROUGH, MACDONALD

Nay: None

The motion CARRIED

C. Election of Officers for Calendar Year 2021

Director Thornbrough motioned to nominate 2) Director Saunders as President.
Director Garcia seconded the motion.

Roll Call vote was taken:

Aye: SOUZA, SAUNDERS, GARCIA, THORNBROUGH, MACDONALD

Nay: None

The motion CARRIED

Director MacDonald motioned to nominate 2) Director Garcia as Vice-President.
Director Saunders seconded the motion.

Roll Call vote was taken:

Aye: SOUZA, SAUNDERS, GARCIA, THORNBROUGH, MACDONALD

Nay: None

The motion CARRIED

Director Garcia motioned to nominate 2) Director Thornbrough as Treasurer.
Director Saunders seconded the motion.

Roll Call vote was taken:

Aye: SOUZA, SAUNDERS, GARCIA, THORNBROUGH, MACDONALD

Nay: None

The motion CARRIED

D. Presentation of Commendations to outgoing Directors for Distinguished Service to the District

Jeff Nelson read accommodations sent by Senator Brian Dahle's office for both Director Wadle and Director Halpin. Jeff thanked both Directors for their service to the District, District Board, and District Staff.

4) PUBLIC FORUM (ONLY ITEMS THAT ARE NOT ON THE AGENDA)

Kristy McKay said she sent a certified letter into the District Office. Jeff asked if the letter was pertaining to Georgetown Creek. Kristy asked if all Board members have seen a copy of the letter. Each Board member stated they had not seen the letter. Darrell Creeks said he signed for the letter as the letter was sent Certified mail. Darrell said he put the letter in Jeff's in-box. Kristy said she wanted to add her name to the growing list of people who are questioning the environmental impact of gunning of the ditches. Jeff said he has seen the letter. Kristy said she also sent the letter via email to Kelly Molloy. Kristy asked Ms. Molloy if she had received the letter via email. During the meeting Ms. Molloy verified Ms. McKay's letter had been sent on December 8, 2020 to her spam email folder. Ms. Molloy forwarded the email from Ms. McKay to the Director's during the Board meeting. Ms. McKay asked the Board to review the letter, and respond to her.

Steven Dowd had Cherie Carlyon on his cell phone during the Zoom meeting. Cherie Carlyon spoke to the Board via Steven Dowd's phone. Cherie requested the Board look into the Prop 218 rate increase, prior to increasing rates. Cherie said she would be submitting documents to the Board related to the rate increase study.

Steven Dowd said he measured rainfall in November 2020, and said he remeasured the rainfall again earlier in the week.

5) PROCLAMATIONS AND PRESENTATIONS

Jeff Nelson read a proclamation presented to Mitch MacDonald for his service to the Finance Committee.

6) CONSENT CALENDAR

B. Financial Reports

1. Statement of Cash Balances – July 2020
2. Month-End Cash Disbursements Report

C. Fourth Quarter Budget and First Quarter Budget Comparison

Possible Board Action: Receive and File

Director Garcia requested to have item 6C, Fourth Quarter Budget and First Quarter Budget Comparison brought back to the Board in January 2021.

Director Garcia motioned to accept 2) agenda item 6B2 from the Consent Calendar. Director Souza seconded the motion.

Roll Call vote was taken:

Aye: SOUZA, SAUNDERS, GARCIA, THORNBROUGH, MACDONALD

Nay: None

The motion CARRIED

Maureen Demigeul said she missed the public comment section of the meeting, and wanted to say she had called in during the last Board meeting. She said when her issue was brought to Jeff's attention, Jeff and Darrell were able to resolve her issue and have adequate water delivered to her home. She thanked the District staff for their efforts.

Director Thornbrough motioned to accept 2) agenda item 6B1 from the Consent Calendar. Director Garcia seconded the motion.

Roll Call vote was taken:

Aye: SOUZA, SAUNDERS, GARCIA, THORNBROUGH, MACDONALD

Nay: None

The motion CARRIED

Director Garcia motioned to have item 6C, Fourth Quarter Budget and First Quarter Budget Comparison brought back to the Board at the January 2021 Board meeting. Director Thornbrough seconded the motion.

Roll Call vote was taken:

Aye: SOUZA, SAUNDERS, GARCIA, THORNBROUGH, MACDONALD

Nay: None

The motion CARRIED

7) INFORMATIONAL ITEMS

A. Board Reports

Director Garcia thanked the former Board members for their service on the Board, and welcomed the two new Board members. She said she spoke to Jeff about the Urban Water Management Plan, and thanked Jeff and Adam for keeping up with the timeline the Department of Water Resources has put forth.

Director Saunders said the DWR Water Conservation work groups met was the last residential landscape area measurement to fine tune the tools for measuring water. Adam said he is the point of contact, and he has not received anything yet. Director Saunders said he would like to ensure we improve the accuracy and improve our own numbers to make it as close to the actual allowances we should have and apply any variances if needed. The Urban Water Management Group met and any changes and revisions will be finalized, so the draft UWMP Guidebook is available.

He said El Dorado LAFCo did an MSR review for EID. There was a discussion about areas outside of their District. He said those requirements can help predict future water usage. He said our MSR is coming up next year, so we need to be aware of possible future needs. Last month, the District was on Board of Supervisors agenda, and they approved a budget transfer increase for our SMUD fund by \$1433 per year and this is to reach our 9/59th agreement with the SMUD payment. He said he attended the meeting as a representative of the District.

B. General Manager's Report

Jeff discussed the items under his board report. Christina gave an update on the last few weeks with the implementation of the Tyler Finance program. Director Garcia asked Christina to provide a list of the new account numbers to the Board. Christina said the new procedures will update the policy.

Director Garcia asked Jeff about the canal maintenance. She asked to have the documents put on the website. Jeff said he would have that done.

Jeff said the State of CA is looking to put restrictions on domestic water use, and irrigation water use. He said he plans to give a presentation about the stringent water conservation regulations at the January meeting.

C. Operation Manager's Report

Darrell went over his operations report, and talked about the State inspection. He said he hoped to have the permit for the District by the end of the month.

D. Water Resources Report, and Water Transfer Update

Adam gave an update on the zone report. He discussed the CDS feasibility study, and said it had been completed by Bennett Engineering.

8) COMMITTEES:

- A.** Ad Hoc Grant Writing Committee – Director Saunders said the committee did not meet this month.

9) NEW BUSINESS

9.A. Accept 2020 Walton Filter Replacement and Direct Filing of the Notice of Completion

Darrell said the filter is completed. The project was under budget and done on time.

Director Garcia motioned adopt the resolution 2) Director Thornbrough seconded the motion.

Roll Call vote was taken:

Aye: SOUZA, SAUNDERS, GARCIA, THORNBROUGH, MACDONALD

Nay: None

The motion CARRIED

9.B. Accept 2020 Roof Replacement Project and Direct Filing of the Notice of Completion

Darrell said the roof replacement project was completed. Director Thornbrough asked if the surplus of funds from the Walton Filter Replacement could be used to purchase gutters for the roof. Darrell said yes.

Director Thornbrough motioned adopt the resolution 2) Director Macdonald seconded the motion.

Roll Call vote was taken:

Aye: SOUZA, SAUNDERS, GARCIA, THORNBROUGH, MACDONALD

Nay: None

The motion CARRIED

9.C. Appoint a Board Representative to the Joint Powers Insurance Agency

Director Saunders said the ACWA/JPIA is an insurance agency, collective bargaining group.

Director MacDonald said he would like to represent the Board.

Director Thornbrough nominated Director MacDonald 2) Director Garcia seconded the motion.

Roll Call vote was taken:

Aye: SOUZA, SAUNDERS, GARCIA, THORNBROUGH, MACDONALD

Nay: None

The motion CARRIED

Director Garcia offered to be the alternate. Director Souza seconded the motion.

Roll Call vote was taken:

Aye: SOUZA, SAUNDERS, GARCIA, THORNBROUGH, MACDONALD

Nay: None

The motion CARRIED

9. D. Appoint Board Legislative Liaison

Director Saunders said he would like to be the legislative liaison as he is the liaison for LAFCO.

Director Souza nominated Director Saunders 2) Director Thornbrough seconded the motion.

Roll Call vote was taken:

Aye: SOUZA, SAUNDERS, GARCIA, THORNBROUGH, MACDONALD

Nay: None

The motion CARRIED

9. E. Consideration for MCWRA Board of Directors Appointment

Jeff said he would like candidates for consideration to be nominated. He said the item is informational, and any Director can decide what they would like to do. Barbara clarified that the Board does not need to appoint a Director. Jeff said Barbara was correct.

9. F. Appoint Board Representative to the El Dorado County Water Agency

Dane Wadle said it was important for him to be replaced. Jeff said the agency gave the District \$50K in grant funding for planning projects. He said Ken Payne put \$100K in their budget.

Director MacDonald motioned to have Director Thornbrough as the representative 2) Director Garcia seconded the motion.

Roll Call vote was taken:

Aye: SOUZA, SAUNDERS, GARCIA, THORNBROUGH, MACDONALD

Nay: None

The motion CARRIED

9. G. Approve PSA for Monitoring of Water Rights Stream Gages

Adam said new gages have been an SB88 Requirement. Western Hydrologics have been working with District for fifteen years. He said building the tool that the District can use now, and into the future is important. He said the requirement isn't going away. He said this is something that needs to be done to keep in compliance.

Director Garcia asked if the gaging station locations and the data be available on the website. Adam said there is a requirement that two of the gages be reported hourly. He said the rest are tracked internally. He said once the data is verified, it is put on the website. Only the two that are required will be in real time.

Director Saunders said every gage is required for reporting back to the state. Director Saunders said he agrees with working with the source. He asked about the forecasting tools and the metrics, and if Wester Hydrologics can give a presentation to the Board prior to implementation. Jeff said yes. Director Saunders said every drop of water that is being used will be regulated by the State. Adam said the last board meeting had projections, and he feels this will be a good tool.

Director Garcia motioned to approve the PSA for monitoring of the water rights and the stream gages, and adopt the resolution per staffs' recommendation 2) Director Souza seconded the motion.

Roll Call vote was taken:

Aye: SOUZA, SAUNDERS, GARCIA, THORNBROUGH, MACDONALD

Nay: None

The motion CARRIED

9. H. Review of Updated MOU, Local 39

Jeff said he was seeking the approval of the Board for an updated MOU. Jeff said if the Board approves the MOU, the MOU will be retroactive to December 1, 2020. After discussion by the Board on all the changes for the MOU,

Director Thornbrough motioned to adopt the updated MOU of Local 39 with the changes. Director MacDonald seconded the motion.

Roll Call vote was taken:

Aye: SOUZA, SAUNDERS, GARCIA, THORNBROUGH, MACDONALD

Nay: None

The motion CARRIED

10) PUBLIC HEARING

A. None.

11) BOARD MEMBER REQUESTS FOR FUTURE MEETING AGENDAS AND REQUESTS FOR INFORMATION OR RESEARCH TO BE COMPLETED BY STAFF

Director Thornbrough said he would like to see rates frozen for irrigation pending an investigation or audit. Director MacDonald said he seconded those sentiments.

Director Thornbrough said he wanted to discuss reinstating the finance committee. Director Saunders said he would also like to review the finance committee.

Director Garcia said she would like to discuss how to have items placed on the agenda, and would like the Board packets posted ten days in advance. She said she would also like to discuss the spending limits of the General Manager. She said she would like to talk about adding more committees, and said she would like to call a special meeting within the next two weeks regarding how the Board hires a new General Manager.

Director Souza announced his resignation from the Georgetown Divide Public Utility District. Director Saunders thanked Director Souza for his service to the Board.

Director MacDonald said he would like to look into the restructuring of the investment portfolio.

Director MacDonald motioned to adjourn the meeting 2) Director Garcia seconded the motion.

Roll Call vote was taken:

Aye: SAUNDERS, GARCIA, THORNBROUGH, MACDONALD

Nay: None

The motion CARRIED

- 12) **NEXT MEETING DATE AND ADJOURNMENT** – The next Regular Meeting will be on January 12, 2021 at 2:00PM via teleconference.

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting via teleconference, please contact Jeff Nelson by telephone at 530-333-4356 or by fax at 530-333-9442. Requests must be made as early as possible and at least one-full business day before the start of the meeting. In accordance with Government Code Section 54954.2(a).



January 12, 2021

Jeff Nelson, Interim General Manager

Date