

**Trinity Public Utilities District
MINUTES OF THE SPECIAL BOARD MEETING
February 15, 2017**

Location: Trinity Public Utilities District Community Room
Weaverville, California
Board Present: Thomas Ludden, Richard Morris, Rose Owens, Kelli Gant,
Clarence Rose
Board Absent: None
Others Present: Paul Hauser, Julie Catanese, James Underwood, Andy
Lethbridge, Karen Palmer, Alex Cousins, Mike Rourke, Amy
Gittelsohn

1. President Rose called the meeting to order at 2:00 p.m.

2. Approval of the Agenda order

Director Gant requested that a discussion item be added, Senate Bill 415 regarding Special District Elections. Director Gant also requested that the General Manager provide an update on the call center. Director Morris requested that there be a discussion item added regarding the Pot & Power Conference and that Item 3(b) Safety Meeting Minutes be pulled from the Consent Calendar and discussed in Item 5(a). Director Ludden motioned to approve the Agenda order as amended by Director's Gant and Morris. With a second from Director Owens, the motion passed with the following voice vote:

Ayes: Thomas Ludden, Richard Morris, Rose Owens, Kelli Gant,
Clarence Rose
Noes: None
Absent: None
Abstain: None

3. Consent Calendar

Director Ludden motioned to approve the Consent Calendar. Second by Director Owens, the Consent Calendar included:

- a. Approve Minutes of the Regular Board Meeting January 12, 2017
- c. Validate Bills of January, 2017
- d. Approve Financial Reports for December, 2016

The motion passed with the following voice vote:

Ayes: Thomas Ludden, Richard Morris, Rose Owens, Kelli Gant,
Clarence Rose
Noes: None
Absent: None
Abstain: None

4. Public Input

a. Presentation of Resolution of Appreciation in Recognition of Rose Owens' Service to the District

President Rose presented the Resolution of Appreciation to Director Owens. The Board and Staff thanked Director Owens for her hard work and dedication to the District and its customers.

5. Action Items

a. Items Pulled from Consent Calendar

Accept the Minutes of the Safety Meeting January 03, 2017

Director Morris requested clarification regarding the items referring to a customer shooting the power lines in Hayfork on New Year's Eve and causing an outage, the meters that burned up in Big Flat, the new meter system installation and power theft, and transformer failures due to overloading.

Mr. Lethbridge informed the Board that on New Years' Eve an individual fired a gun instead of fireworks in the Hayfork area. It caused a wire to fall which affected approximately 200 customers. When deputies arrived in the area there was no one to be found.

Mr. Lethbridge explained that there was a meter base in Big Flat that had too much load, which caused two meters to melt. The customer has replaced their meter base and power has been restored.

Mr. Hauser informed the Board that at the next meeting, Staff will be requesting that the Board authorize the purchase of a new meter reading system. There have been significant advances in the technology of power line carrier meter reading systems. He stated that the new system will assist with power theft detection along with many other newer features.

Mr. Hauser reported that significant increase in load at some locations is causing transformer failures.

Director Morris motioned to accept the Minutes of the Safety Meeting held January 03, 2017. Seconded by Director Ludden, the motion passed with the following voice vote:

Ayes: Thomas Ludden, Richard Morris, Rose Owens, Kelli Gant,
Clarence Rose

Noes: None

Absent: None

Abstain: None

b. Approve Amended 2017 Board Meeting Dates

Mr. Hauser reviewed the Report to the Board. He explained that there is a potential conflict during the March, May, and June Board Meeting.

Director Morris stated that he does not have a conflict in March after all. The May 11th meeting is the day after the NWPPA Annual Conference.

After a brief discussion on whether the Board Meetings should be scheduled to allow all Directors to be present, Director Morris motioned to reschedule the June meeting to June 12th. Seconded by Director Ludden, the motion passed with the following voice vote:

Ayes: Thomas Ludden, Richard Morris, Rose Owens, Kelli Gant,
Clarence Rose
Noes: None
Absent: None
Abstain: None

c. Amend Conflict of Interest Policy

Mr. Hauser reviewed the Report with the Board. He reminded the Board that the current Drug and Alcohol Policy addresses the cultivation, processing, sale, or use of Federally illegal substances. He also reviewed with the Board the request for Staff to include Board Members.

After a brief discussion, Director Gant motioned to amend the current Conflict of Interest Policy as presented and authorized the General Manager to notify the reviewing body of the change. Seconded by Director Morris, the motion passed with the following voice vote:

Ayes: Thomas Ludden, Richard Morris, Rose Owens, Kelli Gant,
Clarence Rose
Noes: None
Absent: None
Abstain: None

d. Interview Prospective Board Member

Mr. Hauser reviewed the Report with the Board.

Director Gant stated she and President Rose met and reviewed the Statements of Interest that were submitted and select two individuals to be interviewed by the complete Board in a public forum. She and President Rose also prepared a list of questions to be asked of both candidates.

The Board decided that President Rose would ask all of the questions. President Rose asked if the candidates wished to stay in the Board Meeting while the other candidate was being interviewed. A coin was tossed and Alex Cousins was chosen to interview first.

Mr. Rourke departed the meeting at 2:42 p.m. while Mr. Cousins was interviewed.

Mr. Rourke Mike arrived back at the meeting and Mr. Cousins departed at 2:54 p.m.

Mr. Cousins arrived back at the meeting at 3:14 p.m.

President Rose thanked both candidates for their interest in filling the vacancy that will be effective February 16th by the departure of Director Owens. He stated that the Board will appoint the new Board Member at the March Board meeting.

Director Morris stated that it is an honor that there are such high quality candidates. Director Gant concurred and thanked both candidates for providing the District with their interest, time, and effort.

Mr. Cousins departed at 3:16 pm

Director Morris thanked President Rose and Director Gant for the excellent job in preparing the questions and their choice of candidates to interview.

e. Amendment to the Inventory and Capital Asset Policy

Mr. Hauser reviewed the Report with the Board. He stated that Ms. Catanese will be contracting with a new Auditor next year which will bring new eyes and ideas to the District during our annual Audits. While preparing the Request for Proposal Ms. Catanese concluded that the Inventory and Capital Asset Policy should be amended.

After a brief discussion, Director Morris motioned to amend the Inventory and Capital Asset Policy as presented. Seconded by Director Ludden, the motion passed with the following voice vote:

Ayes: Thomas Ludden, Richard Morris, Rose Owens, Kelli Gant,
Clarence Rose
Noes: None
Absent: None
Abstain: None

f. Approve Billing Insert for Lewiston Sparkies and Lewiston Library

Mr. Hauser reviewed the Report with the Board

After a brief discussion, Director Morris motioned to approve the billing insert as presented from the Lewiston Sparkies and Old Lewiston Schoolhouse Library in the District's June 2017 bills and directed Staff to use the Community Investment Funds to pay for the cost of stuffing and mailing. Seconded by Director Ludden, the motion passed with the following voice vote:

Ayes: Thomas Ludden, Richard Morris, Rose Owens, Kelli Gant,
Clarence Rose
Noes: None
Absent: None
Abstain: None

6. Discussion Items

a. Scholarship Dinner Sponsorship

Director Gant discussed with the Board the new scholarship foundation which will assist Trinity County high school student to obtain vocational training. She stated that there will be a Gala April 22nd in hopes of raising \$15,000 for scholarships.

b. Drought Relief Surcharge

Mr. Hauser reminded the Board that the Drought Relief Surcharge is not implemented until after two consecutive years of drought and requires two consecutive years of above average water levels to be removed.

Director Morris reviewed with the Board the original reason for the Surcharge. He stated that the main reason was to alleviate rate changes for our customers every time the District's power costs change.

c. District Call Center During Storms

Mr. Hauser informed the Board that the District's Call Center, Cooperative Response Center (CRC), did very well during the recent storms. Director Gant questioned if CRC might be able to place updates on Facebook or Twitter.

d. Pot & Power Conference

Mr. Hauser informed the Board that he was on a panel of speakers with other public power General Managers. He stated that the District is out in front of other public agencies regarding the impact of legalized marijuana.

Director Morris stated that he received a nice note from Ms. Anita Decker from Northwest Public Power Association. She stated that Mr. Hauser's contribution to the panel was excellent and informative.

7. Reports

a. General Manager's Reports

• Trinity Adaptive Management Working Group Meeting

Mr. Hauser informed the Board that the next meeting will be at the end of March.

• Land Exchange

Mr. Hauser reported to the Board that he is still working on finalizing the archeological survey report.

• Power Outages

Mr. Hauser informed the Board that the majority of the power outages since the last Board Meeting were due to the snow storm in January. Most of the damage was in the north county with approximately 600 customers who were affected. The longest outage was 96.5 hours due to the heavy snowfall in the Haylock Ridge area.

He stated that there was also an outage that affected approximately 800 customers in the Coffee Creek and Trinity Center are due to a blown fuse and lasting about two hours.

- Balancing Authority of Northern California
Mr. Hauser reported that the next meeting will be next week.
- Storm Damage Reimbursement
Mr. Hauser reported that there is still a possibility that the District could receive a reimbursement from the state. Ms. Palmer is working hard on having the damage sustained on January 18th to be included with the disaster declaration for January 3-11.

Mr. Hauser reported that to date the District has calculated the cost to be approximately \$815,000 with invoices still coming in. Mr. Lethbridge stated that there were 15 poles and 40 crossarms damaged in the storm.

Not on the Agenda

- Northern California Power Agency Lawsuit
Mr. Hauser informed the Board that there has not been any further information provided.
- Operation and Maintenance Governance Board
Mr. Hauser reported that the Governance Board is currently working on budgets for the Bureau of Reclamation and Western.

b. Board Member Reports

None

c. Committee Reports

None

8. **Communications Received**

- a. None

9. **Meetings and/or Workshops**

- a. 2017 American Public Power Agency Legislative Rally

Mayflower Hotel

Washington DC

February 27-March 1, 2017

Mr. Hauser reminded the Board that Ms. Palmer needs to receive copies of travel plans. He stated that Ms. Stohr is working on scheduling meetings with key individuals.

Ms. Gittelsohn departed at 4:25 pm

- b. California Municipal Utility Association Annual Conference
Sheraton Resort
Carlsbad, CA
March 28-30, 2017

Mr. Hauser reported that Ms. Palmer confirmed that the meeting is in Carlsbad. The Agenda is still not available. He asked that Board Members let Ms. Palmer know if they plan to attend the Conference as soon as possible.

- c. Northwest Public Power Association Annual Conference
Sunriver, Oregon
May 7-10, 2017

Mr. Hauser informed the Board that Ms. Palmer needs to reserve rooms and register attendees soon. He asked that Board Members inform her if they would like to attend the Conference.

- d. American Public Power Association Annual Conference
Orlando, Florida
June 16-21, 2017

Mr. Hauser stated that the District does not normally attend this Conference, however if any of the Board Members would like to attend to please let Ms. Palmer know.

10. Closed Session

Director Ludden motioned to go into Closed Session at 4:33 p.m., second by Director Owens, the Board entered into Closed Session on the following:

- a. Closed Session item Under Government Code §54957.6

Conference with Labor Negotiator

<u>Agency Negotiator:</u>	<u>General Manager</u>
<u>Employee Organization:</u>	<u>Trinity Public Utilities District</u>
	<u>Employees' Association</u>

The Board came out of Closed Session and immediately reconvened in Open Session at 5:05 p.m. President Rose reported that the Board took no action in Closed Session.

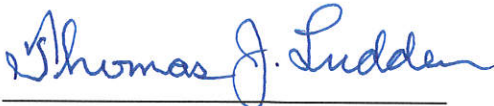
11. Public Input

- a. None

12. Adjourn

Motion to adjourn by Director Ludden, seconded by Director Gant, passing unanimously, the Board adjourned at 5:06 p.m.

ATTEST:



Thomas J. Ludden, Clerk



Clarence W. Rose, President