

**Trinity Public Utilities District  
MINUTES OF THE REGULAR BOARD MEETING  
June 14, 2018**

Location: Trinity Public Utilities District Community Room  
Weaverville, California

Board Present: Thomas Ludden, Richard Morris, Clarence Rose, Mike Rourke  
Board Absent: Kelli Gant  
Others Present: Paul Hauser, Julie Catanese, Andy Lethbridge, Karen Palmer,

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

**2. Approval of the Agenda order**

Director Morris motioned to approve the Agenda order. With a second from Director Ludden, the motion passed with the following voice vote:

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

**3. Consent Calendar**

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

- a. Approve Minutes of the Regular Board Meeting May 10, 2018
- b. Accept Minutes of the Safety Meeting May 01, 20178
- c. Validate Bills of May, 2018
- d. Approve Financial Reports for April, 2018

The motion passed with the following voice vote:

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

**4. Public Input**

- a. None

**5. Action Items**

- a. Items Pulled from Consent Calendar  
None
- b. Award Bid 18-B2, Ground Level Vegetation Clearance and Removal  
Mr. Hauser reviewed the Report with the Board. He also discussed with the Board the new State requirements to help prevent fires.

After a brief discussion regarding inclusion of this work in the annual tree bid, Director Morris motioned to award the contract for Ground Level Vegetation Clearance and Removal, Bid 18-B2 to Silver Top Tree Service for a not-to-exceed cost of \$38,012. Seconded by Director Ludden the motion passed with the following voice vote:

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

c. Adopt Proposed Fiscal Year 18/19 Mission Statement and Goals, Budget, and Five Year Financial Forecast

Mr. Hauser reviewed the Report with the Board. He reminded the Board that during the May 10<sup>th</sup> meeting there was a discussion regarding changes to the proposed Mission Statement.

After a brief discussion Director Ludden motioned to adopt the proposed Mission Statement and Goals, Fiscal Year 18/19 Budget, and Five Year Financial Forecast as presented. Seconded by Director Morris, the motion passed with the following voice vote:

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

d. Approve Nonrepresented Employees Salary Schedule for the Years Beginning July 01, 2008 to Present

Mr. Hauser reviewed the Report with the Board. After a brief discussion Director Morris motioned to approve the Salary Schedules for Nonrepresented Employees for the years beginning July 1, 2008 to present which were previous approved by the Board. Seconded by Director Ludden, the motion passed with the following voice vote:

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

e. Task Order 007-6633-013 with Power Engineers for Support with the District's Geographic Information System

Mr. Hauser reviewed the Report with the Board. After a brief discussion Director Ludden motioned to approve the Professional Services Task Order 007-6633-013 with Power Engineers for a not-to-exceed amount of \$48,665.00. Seconded by Direction Rourke, the motion passed with the following voice vote:

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

- f. Approve Additional Refund for Overcharge on a Commercial Electric Bill  
Mr. Hauser reviewed the Report with the Board. He informed the Board that the District has contracted with Anixter to review and inspect all of our current transformer (CT) meters while performing our meter exchanges.

After a brief discussion, Director Rourke motioned to approve the additional refund of \$24,817.62 to Mountain Marketplace for the overcharges since May 25, 2011. Seconded by Director Morris, the motion passed with the following voice vote:

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

Director Morris commended Staff for catching this and immediately refunding the customer.

## 6. Reports

### a. General Manager's Reports

- Land Exchange  
Mr. Hauser reported that the District has engaged a hazardous materials contractor however the process is stalled waiting on the Forest Service to provide their approval.
- Power Outages  
Mr. Hauser reported to the Board that there were four significant outages since the last Board meeting. The first was in the Hayfork area that affected approximately 150 customers for a little over an hour. The cause of the outage was unknown. Another outage was caused by lightning in the Poker Bar area affecting approximately 150 customers for about five hours. There was a car vs pole accident on Hyampom Road which caused 100 customers to be without electricity for almost two hours. The last larger outage was an emergency replacement of a broken crossarm in the Junction City area affecting approximately 559 customers for about an hour.
- Balancing Authority of Northern California  
Mr. Hauser informed the Board that there is nothing new to report.

- New Meter Installation  
Mr. Hauser stated that there have been 5,200 meters installed through yesterday. He also mentioned that during this month's Disconnects for Non-Payment five accounts were manual disconnects and a little over 100 were automated.
- New Mapping System  
Mr. Hauser reported that the new mapping system has been installed. Staff is still working with the programs to make changes and integrating the inventory and Customer Information System with the mapping system.
- Northwest Public Power Association Annual Conference  
Mr. Hauser reported that there were speakers at the conference regarding electric vehicles and renewable energy.
- District Website  
Mr. Hauser informed the Board that the Board Member login will be operational by next week.
- Possible New Phone System  
Mr. Hauser informed the Board that the District has the possibility to save money by replacing our existing phone system with a voice over IP system. The District is working on a method for stable backup fiber internet.
- Broadband  
Mr. Hauser reported to the Board that he is working with Western Area Power Administration in providing a backup for Frontier and Velocity as a pilot project.

b. Board Member Reports  
None

b. Committee Reports  
None

**7. Discussion Items:**

a. None

**8. Communications Received**

a. Thank You and Invitation from Trinity Food Bank  
Mr. Hauser reviewed the thank you from Trinity Food Bank.

**9. Meetings and/or Workshops**

a. Northern California Power Agency Annual Conference  
September 26-28, 2018  
Monterey, California

Mr. Hauser informed the Board that Ms. Palmer is attempting to obtain lodging for the conference. He requested that Board members who are interested in attending to please contact Ms. Palmer.

#### 10. Closed Session

Director Rourke motioned to go into Closed Session at 3:06 p.m., second by Director Morris, the Board entered into Closed Session on the following:

- a. Closed Session Item Under Government Code §54956.9  
**Conference with Legal Counsel**  
Three Potential Cases
- b. Closed Session Item Under Government Code § 54957.6  
**Conference with Labor Negotiator**  
Agency Negotiator:                      General Manager  
Employee Organization:                Unrepresented Employee:  
Line Superintendent  
Chief Financial Officer  
Office Administrator  
Technician

The Board came out of Closed Session and immediately reconvened in Open Session at 4:15p.m. President Rose reported that the Board took the following action:

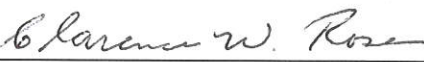
- a. The Board voted to reject all claims regarding the Helena fire received through June 14, 2018.
- b. The Board voted to increase the Line Superintendent's, Andrew Lethbridge, salary 5% from \$5,866.48 per pay period to \$6,159.80 per pay period. To increase Chief Financial Officer's, Julie Catanese, annual salary 10% from \$4,191.23 per pay period to \$4,610.35 per pay period bringing her closer to industry standard. To increase the Office Administrator's, Karen Palmer, annual salary 5% from \$3,857.43 per pay period to \$4,050.31 per pay period. And to approve the Technician Employment Agreement as presented with an hour pay rate of \$64.56. All of these changes will become effective with the pay period that includes July 1, 2018.

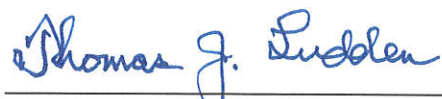
#### 11. Public Input

- a. None

#### 12. Adjourn

Motion to adjourn by Director Morris, second by Director Ludden, passing unanimously, the Board adjourned at 4:20 p.m.

  
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Clarence W. Rose, President

ATTEST:   
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Thomas J. Ludden, Clerk