

**Trinity Public Utilities District
MINUTES OF THE REGULAR BOARD MEETING
June 13, 2019**

Location: Trinity Public Utilities District Community Room
Weaverville, California
Board Present: Alex Cousins, Richard Morris, Clarence Rose, Mike Rourke
Board Absent: Kelli Gant
Others Present: Paul Hauser, Julie Catanese, Andy Lethbridge, Karen Palmer, Sarah Sheetz, Tom Ludden, Joanne Ludden and Jim Aven

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

2. Approval of the Agenda Order

President Rose proposed that Agenda Item 5b. be moved to follow Agenda Item 2. Director Rourke made a motion to approve the Agenda Order as amended. Second from Director Morris, the motion passed with the following voice vote:

Ayes: Alex Cousins, Richard Morris, Clarence Rose, Mike Rourke
Noes: None
Absent: Kelli Gant
Abstain: None

5b. Presentation of Appreciation for Thomas Ludden

President Rose presented former Director Ludden with a Resolution of Appreciation and a commemorative lamp in recognition of his years of dedicated service to the Trinity Public Utilities District. The Board and staff thanked him for his service.

3. Consent Calendar

Director Morris made a motion to approve the Consent Calendar. Second by Director Cousins, the Consent Calendar included:

- a. Approve Minutes of the Regular Board Meeting May 9, 2019
- b. Accept Minutes of the Safety Meeting April 30, 2019
- c. Validate Bills of May, 2019
- d. Approve Financial Reports for April, 2019
- e. Validate Denial of Claim

The motion passed with the following voice vote:

Ayes: Alex Cousins, Kelli Richard Morris, Clarence Rose, Mike Rourke
Noes: None
Absent: Kelli Gant
Abstain: None

4. Public Input

None

5. Action Items

- a. Items Pulled from Consent Calendar
None
- b. Presentation of Appreciation for Thomas Ludden
Item moved to follow Item 2.
- c. Consider Policy Changes Regarding High Impact Loads
Mr. Hauser reviewed the report with the Board.

After a brief discussion, Director Cousins made a motion to approve discontinuation of the Line Extension Loan Program. Director Morris seconded the motion.

The motion passed with the following voice vote:

Ayes: Alex Cousins, Richard Morris, Clarence Rose, Mike Rourke
Noes: None
Absent: Kelli Gant
Abstain: None

After a brief discussion, Director Rourke made a motion directing staff to develop a High Impact Load Rate and Policy which reflect that high impact load customers pay the total cost of the impact, without affecting existing customers. Director Morris seconded the motion.

The motion passed with the following voice vote:

Ayes: Alex Cousins, Richard Morris, Clarence Rose, Mike Rourke
Noes: None
Absent: Kelli Gant
Abstain: None

- d. Adopt Proposed Fiscal Year 19/20 Mission Statement and Goals, Budget, and Five-Year Financial Forecast

Ms. Catanese reviewed the report with the Board. After a brief discussion, Director Rourke made a motion to adopt the proposed Mission Statement and Goals, FY 19/20 Budget, and the Five-Year Financial Forecast. Director Morris seconded the motion.

The motion passed with the following voice vote:

Ayes: Alex Cousins, Richard Morris, Clarence Rose, Mike Rourke
Noes: None
Absent: Kelli Gant
Abstain: None

Director Morris thanked Ms. Catanese for her work.

- e. Approve Declaration of Surplus Vehicle 2011 Ford F-150 Pickup Truck
Mr. Hauser reviewed the report with the Board. After a brief discussion, Director Cousins made a motion to approve the Declaration of the 2011 Ford Pick-up as surplus to the District's needs and allow the General Manager to proceed with disposal of the vehicle pursuant to the District Policy. Director Rourke seconded the motion.

The motion passed with the following voice vote:

Ayes: Alex Cousins, Richard Morris, Clarence Rose, Mike Rourke
Noes: None
Absent: Kelli Gant
Abstain: None

- f. Adopt Resolution 19-02 Amending the Schedule of Miscellaneous Service Charges, the District's Prepay Account Policy, and Prepay Account Service Agreement

Mr. Hauser reviewed the report with the Board. After a brief discussion, Director Rourke made a motion to Adopt Resolution 19-02 amending the Schedule of Miscellaneous Service Charges; Adopting the Prepay Accounts Policy as amended to allow Prepay Payment Arrangements up to \$300.00; and Adopting the Prepay Account Service Agreement. Director Cousins seconded the motion.

The motion passed with the following roll call vote:

Alex Cousins - Aye
Richard Morris - Aye
Clarence Rose- Aye
Mike Rourke- Aye
Kelli Gant - Absent

- g. Award Bid 19-B1, Utility Class Wood Poles

Mr. Hauser reviewed the report with the Board. After a brief discussion, Director Morris made a motion to award Bid 19-B1, Utility Class Wood Poles to McFarland Cascade and authorize the General Manager to execute the agreement for the purchase of Utility Class Wood Poles for a twelve-month period beginning June 14, 2019, referencing the pricing from Bid 19-B1, Schedule "A." Director Rourke seconded the motion.

The motion passed with the following voice vote:

Ayes: Alex Cousins, Richard Morris, Clarence Rose, Mike Rourke
Noes: None
Absent: Kelli Gant
Abstain: None

6. Reports

- a. General Manager's Reports

• Land Exchange

Mr. Hauser reported that Director Cousins has been instrumental in getting the Land Exchange moving forward.

- Power Outages
Mr. Hauser provided a report of power outages for the time period of May 9, 2019, through June 6, 2019. He advised the Board that as we begin to receive red flag warnings reclosers will be moved to “one-shot.” There is an upcoming system-wide outage for June 28, 2019, between 12:00 - 3:00 a.m., scheduled by Western Area Power Administration to repair damage that occurred during the February 2019 storms. There is also a scheduled outage in the Junction City area on June 18 and 19, 2019 for PG&E to conduct work. Trinity PUD crews will take advantage of the outage and conduct work on the Weaverville 1102 circuit.
- Balancing Authority of Northern California
Mr. Hauser advised that the Western Area Power Association is formally investigating moving into the Energy Imbalance Market.
- California Wildfire Commission Meeting
Mr. Hauser advised that he recently testified to the California Wildfire Commission issued a report recommending that the legislature reverse inverse condemnation.
- Western Area Power Administration Fiber
WAPA is very interested in extending fiber into the Trinity PUD building.
- Board Member Reports
President Rose reported on his recent attendance at the Northwest Public Power Association meeting.

b. Committee Reports

- Community Investment Committee
President Rose reported that the Community Investment Committee met on June 13, 2019, at 1:45 p.m. to review a request from Mountain Valley Unified School District for a service upgrade at Hayfork High School. The Committee approved funding in the amount of \$11,722 in kind services to Mountain Valley Unified School District.

7. Discussion Items

None

8. Communications Received

None

9. Meetings and/or Workshops

None

President Rose requested a brief recess at 3:40 p.m. prior to the Board entering into Closed Session.

10. Closed Session

The Board convened in closed session at 3:45 p.m. The Board came out of Closed Session and immediately reconvened in Open Session at 4:50 p.m. President Rose reported that the Board took the following action:

- a. The Board took no action on the three potential cases under Government Code §54956.9.
- b. The Board voted to increase Line Superintendent Andrew Lethbridge's salary three (3) percent from \$6,159.80 to \$6,344.59 per pay period; to increase Chief Financial Officer Julie Catanese's salary ten (10) percent from \$4,610.35 to \$5,071.39 per pay period to bring her closer to industry standard; to increase Office Administrator Karen Palmer's salary three (3) percent from \$4,050.31 to \$4,171.82 per pay period; to increase Administrative Assistant Sarah Sheetz salary three (3) percent from \$2,961.54 to \$3,050.38 per pay period; to amend Paragraph 2(c) of the Employment Agreement(s) with Andrew Lethbridge, Julie Catanese, Karen Palmer and Sarah Sheetz to allow Administrative leave to be used in the same manner as vacation leave; and to amend Paragraph 2(d) of the the Employment Agreement of Sarah Sheetz to increase the vacation accrual rate from 4.32 hours per pay period to 5.84 hours per pay period; all effective with the payroll that includes July 1, 2019.

11. Public Input

None

12. Adjournment

President Rose adjourned the meeting at 4:55 p.m.



Clarence Rose, President

ATTEST: 

Michael D. Rourke, Clerk