

**Trinity Public Utilities District  
MINUTES OF THE REGULAR BOARD MEETING  
February 13, 2020**

Location: Trinity Public Utilities District Community Room  
26 Ponderosa Lane, Weaverville, California  
Board Present: Alex Cousins, Kelli Gant, Richard Morris, Clarence Rose, Mike Rourke  
Board Absent: None  
Others Present: Paul Hauser, Jim Underwood, Andy Lethbridge, Julie Catanese, Sarah Sheetz, Jim Aven, and David Crow.

**1. President Gant called the meeting to order at 2:03 p.m.**

**2. Approval of the Agenda Order**

Director Rourke made a motion to approve the Agenda as presented. Director Cousins seconded the motion. The motion passed with the following voice vote:

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

**3. Consent Calendar**

Director Cousins made a motion to approve the Consent Calendar. Director Rourke seconded the motion. The Consent Calendar included:

- a. Approve Minutes of the Regular Board Meeting January 9, 2020
- b. Accept Minutes of the Safety Meeting January 7, 2020
- c. Validate Bills of January 2020
- d. Approve Financial Reports for December 2019

The motion passed with the following voice vote:

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

**4. Public Input**

None

**5. Action Items**

- a. Items Pulled from Consent Calendar  
None

b. Amend Reference to Office Supervisor Policy

Mr. Hauser reviewed the Report with the Board. After a brief discussion, Director Rourke made a motion to amend the Reference to Office Supervisor Policy as presented. Director Morris seconded the motion. The motion passed with the following voice vote:

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

c. Amend Payment of Payables Policy

Mr. Hauser reviewed the Report with the Board. After a brief discussion, Director Cousins made a motion to amend the Payment of Payables Policy as presented. Director Morris seconded the motion. The motion passed with the following voice vote:

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

d. Amend Expense and Use of Public Resources Policy

Mr. Hauser reviewed the Report with the Board. After a brief discussion, Director Rourke made a motion to Amend the Expense and Use of Public Resources Policy as presented. Director Morris seconded the motion. The motion passed with the following voice vote:

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

e. Adopt Resolution 20-02, A Resolution of Designation of Applicant's Agent for Non-State Agencies for the District

Mr. Hauser reviewed the Report with the Board. After a brief discussion, Director Rourke made a motion to Adopt Resolution 20-02, A Resolution of Designation of Applicant's Agent for Non-State Agencies for the District. Director Rose seconded the motion. The motion passed with the following Roll Call Vote:

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

- f. Approve Agreement with John Hancock Life Insurance Company for an additional 457B Plan option for employees with local financial advisor David Crow.

Mr. Hauser reviewed the Report with the Board. The Board invited David Crow, Financial Advisor with Edward Jones to clarify the fee structure and relationship between Edward Jones and John Hancock Life Insurance Company. Mr. Crow provided the clarifications requested. After a brief discussion Director Cousins made a motion approve the agreement with John Hancock Life Insurance Company for an additional 457B Plan option for employees. Director Rourke seconded the motion. The motion passed with the following voice vote:

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

## 6. Reports

### a. General Manager's Reports

- Presentation of Gift to Director Clarence Rose  
President Gant presented Director Rose with a framed photograph of District linemen restoring power as a token of appreciation for his service to the District. Director Rose thanked the Board and Staff and stated that is the memory he wanted to capture and take with him.
- Land Exchange  
Director Cousins advised that the Howe Ditch was deemed 'not eligible' for the State Historic Register. The Forest Archeologist has recommended that the Forest Supervisor accept the recommendation. Mr. Hauser advised that the next step is to find an appraiser that meets the Forest Service standards. President Gant thanked Director Cousins for pursuing this matter.
- Power Outages  
Mr. Hauser advised that the Summary of Power Outages had been distributed to the Board, attached and incorporated herein by reference. President Gant inquired if the outages caused by trees were the result of a tree falling onto the line, and if the occurrences were on public or private property. Mr. Lethbridge responded that they were on private property, and due to unhealthy trees and stormy conditions.
- Balancing Authority of Northern California (BANC)  
Mr. Hauser advised that the planned 'Go Live' date for the Western Area Power Administration to enter the California Energy Imbalance Market is April 1, 2021. He stated the District is being treated fairly in the process and will not be subject to load charges. Director Morris inquired what the cost might be if the District had to pay load charges. Mr. Hauser advised that BANC has calculated the cost at \$50,000.

- Western Area Power Administration (WAPA) Fiber  
Mr. Hauser reported that the project is progressing, and it appears the District will likely make a connection in mid-summer 2020.
- Right-of-Way Widening Project (ROW Project)  
Mr. Hauser reported that the meeting with the United States Forest Service and the Bureau of Land Management on January 30, 2020 went very well. Both agencies are supportive of the ROW Project. He advised that both agencies have gone out of their way to get the ROW Project into their workplan on short notice and have not put up any hurdles. Brenda Tracy, Public Services Staff Officer and Forest Lands Officer with the United States Forest Service advised at the meeting that the Forest Service would like to do shaded fuel breaks on either side of the proposed 130' utility line easement. Mr. Hauser advised there may be an opportunity to partner on necessary infrastructure improvements and debris removal.
- Status of Cash Reserves  
Mr. Hauser pointed out that the District is down \$945k as of December 31, 2019. There are significant expenses associated with the Wildfire Mitigation Plan and the ROW Project. The first year cycle of inspections will also yield significant increased work. President Gant inquired about the base for reserves. Ms. Catanese responded the minimum cash reserve is 6 months of operating expenditures.
- Hayfork Transformer Project  
Mr. Hauser reported that the new transformer has been delivered to the Hayfork Substation, with plans to have it energized in Summer 2020. Having this new transformer will allow the District to service the existing Hayfork Transformer, which has never been done. This will also offer some redundancy for the Hayfork Substation. Work on the 60kV line between Douglas City and Hayfork will begin this spring as well as workload allows, resulting in maintenance outages for the Hayfork area. Mr. Lethbridge advised that no less than twelve poles have been identified for replacement on that line, meaning at least 2-3 all day outages. The 60kV will be replaced with larger wire, increasing the capacity.
- Central Valley Project Improvement Act True-Up  
Mr. Hauser reported on the ongoing discussion regarding the 'true-up' of the Central Valley Project Improvement Act. He stated that historically, power has paid 25% and water 75%, but that it appears that the Bureau of Reclamation has proposed adjusting the figure so that power customers pay more.
- Special District Risk Management Association (SDRMA)  
Mr. Hauser advised that he has received a request to meet with SDRMA in person following submission of the District's annual renewal questionnaire. A meeting is planned for February 18, 2020. A discussion ensued regarding the difficulty for local residents to obtain home-owners insurance due to the wildfire risk in Trinity County.

- 2020 Dream Makers Gala and Auction

Mr. Hauser inquired if the Board is interested in participating in the Dream Makers Gala and Auction again this year. The event was tremendously successful last year, raising \$104,000 for local youth. President Gant advised that Senator McGuire will be in attendance again this year, and that sponsorship is \$1,000. Director Cousins advised the District should also consider participating in the Hayfork Scholarship Fund. Mr. Underwood advised he could provide more information about sponsorship for the Hayfork Scholarship Fund.

- b. Board Member Reports

President Gant reported on her recent attendance with Mr. Hauser at California Municipal Utilities Association Capitol Days in Sacramento.

- c. Committee Reports

None

## **7. Discussion Items**

None

## **8. Communications Received**

Human Response Network (HRN) – Helena Fire Transitional Housing Partnership

The District received the attached correspondence from HRN, incorporated herein by reference, in appreciation of its participation in the Helena Fire Transitional Housing Fund.

## **9. Meetings and/or Workshops**

- a. American Public Power Association Legislative Rally

The Mayflower Hotel, Washington DC

February 24-26, 2020

- b. Golden State Power Cooperative Capitol Day

Sheraton Grand Hotel, Sacramento

February 25, 2020

- c. National Rural Electric Cooperative Administration Annual Meeting

New Orleans, LA

March 1-4, 2020

- d. California Municipal Utilities Association Annual Conference

Westin St. Francis Hotel, San Francisco

April 5-7, 2020

- e. National Rural Electric Cooperative Administration Legislative Conference

Washington DC

April 26-28, 2020

Mr. Hauser requested that the Board advise Ms. Sheetz of their plans to attend upcoming meetings.

The Board took a brief recess at 3:13 p.m.

#### 10. Closed Session

The Board entered into Closed Session at 3:20 p.m. The Board came out of Closed Session and immediately reconvened in Open Session at 4:36 p.m. President Gant reported that the Board took the following action:

- a. Closed Session Item under Government Code § 54956.9 - No reportable action.
- b. Closed Session Item under Government Code § 54957(b)(1). Following discussion, Director Morris made a motion to appoint candidate Tom Walz effective March 12, 2020, to fill the vacancy created by the resignation of Clarence Rose. Director Cousins seconded the motion. The motion passed with the following Roll Call Vote:

Alex Cousins	-Aye
Mike Rourke	-Aye
Kelli Gant	-Aye
Richard Morris	-Aye
Clarence Rose	-Aye
- c. Closed Session Item under Government Code § 54957.6 – No reportable action.
- d. Closed Session Item under Government Code § 54957.6 – No reportable action.


#### 11. Public Input

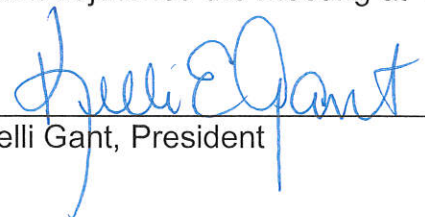
None

#### 12. Adjournment

There being no further business, President Gant adjourned the meeting at 4:39 p.m.

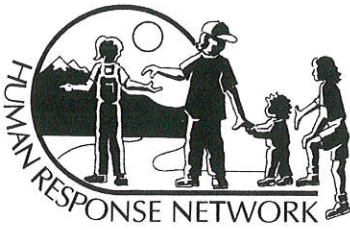
ATTEST:

  
\_\_\_\_\_  
Alex Cousins, Clerk

  
\_\_\_\_\_  
Kelli Gant, President

OUTAGE SUMMARY  
 JANUARY 8, 2020 - FEBRUARY 10, 2020

Outage	Time Off	Time On	Sub	Map Location	# Out	Duration	Cause Desc	Equip Desc
196941	1/9/2020 6:08	1/9/2020 10:15	Lewiston	F2758	18	4:07	Snow/Ice	Gross Arm or Crossarm Brace
196985	1/11/2020 14:59	1/11/2020 23:45	Douglas City	F3087N	85	8:46	Tree	Pole
197057	1/16/2020 7:11	1/16/2020 10:44	Hayfork	R8316 - Fairgrounds	143	3:32	Snow/Ice	OH Conductor
197061	1/16/2020 7:02	1/16/2020 8:29	Mill Street	F12614	52	1:27	Snow/Ice	OH Conductor
197072	1/16/2020 8:06	1/16/2020 9:51	Douglas City	F7965N	64	1:44	Snow/Ice	OH Conductor
197111	1/16/2020 8:22	1/16/2020 11:02	Mill Street	F9742	112	2:40	Snow/Ice	OH Conductor
197120	1/16/2020 8:52	1/16/2020 13:10	WAPA Trinity	F5442	770	4:18	Snow/Ice	OH Conductor
197155	1/16/2020 10:41	1/16/2020 11:35	Douglas City	R3081 - DC School	136	0:53	Snow/Ice	OH Conductor
197164	1/16/2020 13:58	1/16/2020 15:55	WAPA Trinity	F2449	18	1:56	Snow/Ice	OH Conductor
197180	1/16/2020 5:06	1/16/2020 18:26	Big Bar	F10510	75	13:20	Tree	OH Conductor
197188	1/16/2020 18:38	1/17/2020 0:42	Big Bar	F11192	37	6:04	Tree	Fuse
197218	1/16/2020 5:56	1/17/2020 7:54	Hyampom	F11318	128	25:58:00	Snow/Ice	Fuse
197341	1/26/2020 11:29	1/26/2020 12:00	Hayfork	F8621	15	0:31	Material or Equipment Fault/Failure	Fuse
197347	1/26/2020 12:37	1/26/2020 14:00	Lewiston	R5730 - Rush Creek	162	1:23	Tree	No Equipment Failure
197370	1/29/2020 9:59	1/29/2020 10:32	Hayfork	F8252	304	0:32	Unknown Cause	Fuse
197373	1/29/2020 9:53	1/29/2020 10:31	Hayfork	F15019	516	0:37	Unknown Cause	Fuse
197450	1/29/2020 10:49	1/31/2020 20:15	Hayfork	F9025	416	57:25:00	Material or Equipment Fault/Failure	Metering Equipment
197465	2/2/2020 4:59	2/2/2020 9:01	Lewiston	R5730 - Rush Creek	162	4:02	Tree	No Equipment Failure
197513	2/3/2020 10:18	2/3/2020 14:56	Lewiston	F7206	12	4:37	Unknown Cause	OH Conductor



P.O. Box 2370/111 Mountain View St.  
Weaverville, CA 96093  
530.623.2024/Fax 530.623.6343  
www.humanresponsenetwork.org  
e-mail: [hrn@hrntrinity.org](mailto:hrn@hrntrinity.org)

REC'D FEB 12 2020

February 7, 2020

Re: Helena Fire Housing Fund

Human Response Network (HRN) would like to thank Trinity Public Utilities District with your generous donation made to HRN in 2017 to help those affected by the Helena Fire.

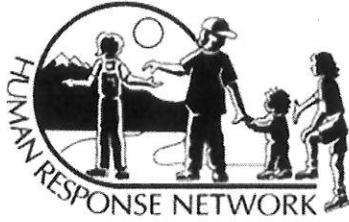
We have brought the program to a close and wanted to share with you the final report. If you have any questions please feel free to contact me.

On behalf the those who were helped with housing,

A handwritten signature in blue ink, appearing to read "Sheri White".

Sheri White  
Executive Director





111 Mountain View Street ~ P.O. Box 2370  
Weaverville, CA 96093  
[www.humanresponsenetwork.org](http://www.humanresponsenetwork.org)  
(530) 623-2024 ~ 1-800-358-5251  
24 hr crisis line (530) 623-HELP  
(collect calls ok)

February 3, 2020

Re: Helena Fire Transitional Housing Partnership Project Long-Term Housing Utilization Plan

Human Response Network (HRN) would like to thank those individuals and organizations who created the Transitional Housing Project, and raised the funds that were made available to purchase the trailers for families who were left without permanent housing after the wake of the Helena Fire. As a result of this project four trailers were purchased and two trailers were donated to HRN, totaling six trailers.

Helena Fire victims met with HRN Housing Specialists to develop and follow an individualized case plan to gain permanent housing, employment/income and child care if needed. Currently, one trailer is occupied and one trailer is housed on a property. All other families have transitioned to permanent housing, leaving two trailers vacant.

The Housing project has been able to provide housing for six adults and three children. We are currently providing housing for one family. The combined number of months the trailers have been occupied, to date, is 79 months. The shortest time frame was two months and one family has been housed for 25 months. During this time one person has been able to buy a home, one family is in the process of rebuilding on their property, and two people have relocated out of the county.

Because of the generous donations of the trailers we have helped save these families a minimum of \$35,100 in rent they would have had to pay should they had to find a rental.

One of the trailer guests has limited income of only SSI, and they lost their Section 8 HUD voucher twice after the fire because they were not able to find a rental within the extension period given by HUD. Another housed person has been able to obtain full time employment and has moved out of the area. The third trailer has given one family the opportunity to focus on stabilizing their out of town business so their income was not lost while working on rebuilding their home and one individual has decided to move to closer to family.

We are currently using two of the trailers to house two different individuals who currently do not have permanent housing. HRN has sold two of the six trailers and placed the money back into the Helena fire fund. Our desire is to continue to use the trailers for emergency homeless and transitional housing in Weaverville. The trailers also have the potential to be used for housing individuals in the case of a natural disaster in the future.

The total amount donated for this program was \$120,908. As of January 2020 there is still remaining \$46,683.41 in the fund, not including the \$25,000 designated by HRN. As of the agreement in the MOU on page 2 section A 4, HRN will continue to use the trailers for emergency and transitional housing. The funding will be used for rent, utilities and upkeep of the trailers. Funds will also be used to pay the salaries of employees who are working with individuals/families using the trailers for emergency or transitional housing. These funds will be used in combination with other grants to ensure the availability of emergency/transitional housing for many years to come.

Thank you for helping to make this possible.



Sheri White

Executive Director