



**Johnsville Public Utility District
Board of Directors Regular Meeting Minutes
Historic Saint John's Church
5578 Arastra Street
Johnsville, CA 96103
Date: 9/23/2023 Time: 12:00 PM
Website: www. JohnsvillePud.Org**

1. The meeting was called to order by the chair and the pledge was led.
2. There were no corrections or changes to the agenda 9/23/23.
3. Approve Meeting Minutes
 - 3.1 Approve Payments with prior approval from last special meeting **Stewart Engineering Invoice 23-01 Payment \$59,847.34 From Plumas County Pending**
 - 3.2 A motion to approve the minutes from last regular meeting September 16, 2023 (July 29, 2023 minutes Passed 9/16/2023 Resolution 24-07 Authorization to Pay Contractor 95 Percent Balance Being Retainage) was made by Director LaTourrette and seconded by Director Fregulia. The motion passed unanimously with the following vote:
Aye: 3
Nay: 0
Absent: 0

4. Public comment
A homeowner is updating his waterlines and all communications and plans to do so are approved by the board.

5. Reports

- 5.1 Directors report/discussion

Tank Project; Recommend posting agenda and minutes on the website regarding our Tank project. Director packets and financial transactions for the tank project are available on written request. Director LaTourrette gave a brief background on the Johnsville Tank Project's progression and the functions of the JPUD.

A JPUD checking account was discussed and will be a future agenda item.

Bylaws and procedure's discussion will be held in future meetings. Also, management ideas will be addressed and discussed at future meetings.

A new Firewise application is being developed.

- 5.2 Board Certification Report will be included on JPUD agendas. 9/16/2023.

USDA, DWR, T Project Engineer Project Director and the JPUD Manager have reviewed and/or approved the following payments.

- Application for Payment #1 Stewart Engineering \$62,997.20. (USDA and DWR calculate from gross bill.)
- Progress Payment #1 to Stewart Engineering \$59,847.34 (retainage subtracted)
- USDA Outlay Report and Request for Reimbursement 12/4/2017 to 8/28/2023
- DWR Invoices 1-5 which including Task1 Direct Administration/JPUD Manager

Invoice Approval Form

- Invoice Approval Form for Stewart Invoice 2023-1
Submitted with Prior Approval to USDA, DWR, and Plumas County. USDA requires gross bill. Payment is corrected by DWR for 10% Retention. Stewart's first bill was billed at 95% and corrected to a gross bill at DWR and USDA.

Notes

DWR

- DWR Quarterly Report Last Submitted 9/30/2023
- DWR Invoice Summary Last Submitted 9/30/2023

USDA

- USDA Outlay Report and Request For Reimbursement For Construction Programs
Last Submitted 9/13/2023 for period 12/4/2017 to 9/28/2022
- Resolution 24-08 Resolution to Accept and Execute USDA Loan and Grant
USDA's commitment of \$833,200. Commitment consists of a \$483,000 loan for 39 years at 1.5% and a 100% grant for. \$350,200.

RCAC Line of Credit

- Approved 9/8/2023 /Amount \$967,513/Loan Fee \$14,513/Interest Reserve \$31,000
- Payment: None/ACH/Mail

Plumas County

- Warrant submitted 9/18/2023 with Authorization to Pay Bills with Prior Approval. Amount \$59,847.34

5.3. State Park Report

Ranger Tim Quant reported on campground closing. He was asked about dog control policies in town and fire suppression work done at ski hill and at boneyard.

5.4. Manager report

Homeowner request for approval of waterline repair/replacement was addressed in public comment. Leak on corner of Main and Bride Street successfully repaired. Waiting for payment before issuing Will Serve Letter to homeowner currently starting to build on Main Street.

6. Action Items

6.1 Review and Approve Resolution 24-01 Appropriations Limit 2023/2024

Roll Call Vote: All Directors Present. Director Fregulia made a motion to review and adopt Resolution 24-01 and Director LaTourrette seconded.

The foregoing Resolution 24-01 was duly passed and adopted by the Board of Directors of the Johnsville Public Utility District at a meeting of said Board on the 23rd day of September, 2023 by the following unanimous vote:

| | | |
|------------------|------------|-----|
| David Piepho | <u>Aye</u> | Nay |
| Don Fregulia | <u>Aye</u> | Nay |
| John LaTourrette | <u>Aye</u> | Nay |

6.2 Review and Approve Resolution 24-04: Invoice Approval And Payment Process

Roll Call Vote: All Directors Present. Chair Piepho made a motion to review and adopt Resolution 24-01 and Director Fregulia seconded.

The foregoing Resolution 24-04 was duly passed and adopted by the Board of Directors of the Johnsville Public Utility District at a meeting of said Board on the 23rd day of September, 2023 by the following vote:

| | | |
|------------------|------------|-----|
| David Piepho | <u>Aye</u> | Nay |
| Don Fregulia | <u>Aye</u> | Nay |
| John LaTourrette | <u>Aye</u> | Nay |

6.3 Review and Approve Resolution 24-05 Authorization to Pay Bills with Prior Approval

Roll Call Vote: All Directors Present. Director Fregulia made a motion to review and adopt Resolution 24-01 and Chair Piepho seconded.

The foregoing Resolution 24-05 was duly passed and adopted by the Board of Directors of the Johnsville Public Utility District at a meeting of said Board on the 23rd day of September, 2023 by the following unanimous vote:

| | | |
|------------------|------------|-----|
| David Piepho | <u>Aye</u> | Nay |
| Don Fregulia | <u>Aye</u> | Nay |
| John LaTourrette | <u>Aye</u> | Nay |

6.4 Review and Approve Resolution 24-06 Resolution to Pay Bills with Prior Approval Form

Roll Call Vote: All Directors Present. Director LaTourrette made a motion to review and adopt Resolution 24-01 and Chair Piepho seconded.

The foregoing Resolution 24-06 was duly passed and adopted by the Board of Directors of the Johnsville Public Utility District at a meeting of said Board on the 23rd day of September, 2023 by the following unanimous vote:

| | | |
|------------------|------------|-----|
| David Piepho | <u>Aye</u> | Nay |
| Don Fregulia | <u>Aye</u> | Nay |
| John LaTourrette | <u>Aye</u> | Nay |

6.5 Resolution 24-07 Authorization to Pay Contractor 95 Percent Balance Being Retainage- Passed 9/16/2023

6.6 Review and Approve Resolution 24-08 Resolution To Accept and Execute USDA Loan and Grant

Roll Call Vote: All Directors Present. Director LaTourrette made a motion to review and adopt Resolution 24-01 and Chair Piepho seconded.

The foregoing Resolution 24-08 was duly passed and adopted by the Board of Directors of the Johnsville Public Utility District at a meeting of said Board on the 23rd day of September, 2023 by the following unanimous vote:

| | | |
|------------------|------------|-----|
| David Piepho | <u>Aye</u> | Nay |
| Don Fregulia | <u>Aye</u> | Nay |
| John LaTourrette | <u>Aye</u> | Nay |

6.7 Approve and Authorize Payment Pay with Prior Approval (Attached)

| | |
|---|-------------|
| A. Quarterly Invoice Form #5 to DWR | \$64,607.20 |
| B. Warrant to Plumas County (Retainage Adjustment) | |
| B.1 Invoice 2314-001 | \$59,847.34 |
| C. Stewart Engineering (Work Completed) | |
| C.1 Invoice 2314-001 | \$62,997.20 |
| D. RCAC Line of Credit (When LOC Approved) | |
| D.1 Warrant to Plumas County | \$59,847.34 |
| D.2 ACH to Stewart Engineering | None |
| E. USDA | |
| E.1 Payment | None |
| E.2 USDA Approve 6.7A to 6.7D | Authorize |
| F. Future Warrant to Plumas County/USDA/RCAC Bridge Loan (Expires 3/1/2024) | |

The foregoing Authorizations 6.7 A-F were approved and passed by the Board of Directors of the Johnsville Public Utility District at a meeting of said Board on the 23rd day of September, 2023 by the following unanimous vote:

Roll Call Vote: All Directors Present. Director Fregulia made a motion to review and adopt Resolution 24-01 and Director LaTourrette seconded.

| | | |
|------------------|------------|-----|
| David Piepho | <u>Aye</u> | Nay |
| Don Fregulia | <u>Aye</u> | Nay |
| John LaTourrette | <u>Aye</u> | Nay |

7. Discuss and review shutoff procedures in town for homeowner repair and Tank project.
 - 7.1 The board discussed procedures for anticipated town water shutoffs for tank construction and maintenance/repair. A After Action Report was reviewed and discussion included not planning water disruption on holidays. Also, signage will be posted coming into town and door hangers that notify homeowners about time and day of water disruption will be purchased and distributed during shutoffs whenever possible.

8. Meeting was adjourned at 1:40 PM.