



Johnsville Public Utility District Meeting Minutes

Date: Sunday June 23, 2019

Time: 1:00. PM

Place: Saint John's Church

1. Meeting called to order at 1:05 with all Directors present.
2. **Minutes were approved with a motion to approve by Director Hattich and seconded by Director LaTourrette. The motion was unanimously approved.**
Ayes: 3
Nays: 0
Absent: 0
3. Public comment- Tim Quant reported that water tanks at Eureka Mills were leaking and he would check into it and share information with board.
4. Reports
 - 4.1 Tim Quant for State Park spoke about avalanche on road to campground and the numerous trees dead within the park.
Chair David Piepho shared his conversations with acting Superintendent, Matt Green, and Bryan Dewey. In the future Johnsville Public Utility District (JPUD) can look into the possibility of purchasing land that tanks are on. Darryl Sniff with State Land Acquisition will be his contact. We also have an easement for road to tanks and our Chair will continue to look into these areas.
 - 4.2 No representative present
 - 4.3 Chair Piepho reported that he will be completing JPUD Bi-Laws and Procedures.
 - 4.4 Report on Preliminary Engineering Report (PERS) by Director LaTourrette. JPUD has an updated Preliminary Environmental Report prepared by Dan Bastian, Engineer. This report is needed for loan application to United States Department of Agriculture (USDA) for replacement of water tanks. The Staff Engineer is Dan Bastian. Sarah Bixler from Rural Community Assistance Corporation (RCAC) will be helping with the loan application. JPUD Board members, manager, and Dave Hartwell will serve on committees to complete this process. Projected costs are \$777,00.00 to one million dollars. The Park will pay for 22% and the rest will be paid by homeowners. The board continues to pursue fair and equitable outcomes and maintain good relationships and welcomes active interest.
Director LaTourrette explained 2018 rate increase procedure and discussed State Park's payment schedule. An earlier and one-time payment will be

investigated. Costs for project include 10% contingency, engineer and legal costs, and chlorinator. All of these deplete our reserve monies.

4.5 Manager's Report

4.5.1. Director Hattich made the motion to approve Resolutions 2019-01, 2019-02 and 2019-03 Requesting Collection of Charges on Tax Roll, JPUD 19/20 Budget and Prop 4 Appropriations Limit. The motion was seconded by Director Piepho. The motion passed unanimously.

Ayes: 3

Nays: 0

Absent: 0

The Chair requested that a notation on budget worksheet include amount owed by State.

4.5.2

Manager asked if the Park could assist us in clearing the plant growth from pond by plant. Tim Quant said he would look into matter.

4.5.3

JPUD now has High Sierra Propane supply gas to plant. The change should save the District money.

5. Action Items

5.1. Director LaTourrette reported the JPUD currently secures \$38,000.00 to \$48,000.00 in revenues. It does not have an official operations and maintenance plan.

5.1.1. Director LaTourrette made a motion that the JPUD Board in conjunction with the Tank Replacement Project enter into an agreement to retain Porter Simon as legal representative and Steven Gross as attorney.

The motion was seconded by Director Hattich. The motion passed unanimously.

Ayes: 3

Nays: 0

Absent: 0

5.1.2. The Directors suggest we set an annual timeline for meetings- i.e. budget in May.

5.1.3 Also, the PUD should adopt a five-year Capital Improvement Plan. Items that need attention should be compiled including maintenance to plant, Bennet Dam, and fire hydrants. Next year the board will have a four-year plan and budget subject to revision. It will be a working document.

5.1.4 Director LaTourrette suggested we follow guidelines that recommend a financial plan at three times operations and maintenance yearly costs. A Resolution will be presented at a future meeting.

5.1.4. Options for JPUD website were discussed and will continue to be an ongoing project. State law requires we have a functioning website by the end of the year.

5.2. Election of Officers

Motion was made by Director Hattich and seconded by Director LaTourrette that David Piepho remain as Chair and Norman Hattich serve as Vice Chair.

The motion passed unanimously.

Ayes: 3

Nays: 0

Absent: 0

Committees are Tank Replacement Project Committee, Policy and Procedures Committee, Emergency Plan Committee, and Capital Improvement Program Committee

5.3. Overview. The Chair expressed the need to annually review the JPUD Manager. One purpose is to justify compensation to the customers. The Chair will prepare a ten-question form to be used for this evaluation.

Director LaTourrette added that the manager could make a list of items he/she needs from the Directors to successfully perform the job of manager, including education, services, equipment to perform the job. The question of a computer dedicate solely to JPUD business was discussed.

Director Hattich requested that the manager document PUD activity for a period of time.

5.5 Tabled

5..5 Draft Winter JPUD Newsletter written.

5.6. Director LaTourrette made the motion to accept the Engineer's, recommendation in the current PERS Report project JPUD 19-001, as presented in its entirety and the Engineer's recommendation of a 200,000.00-gallon single tank and put the chlorinator into the project. The motion was seconded by Director Hattich. The motion passed unanimously.

Ayes: 3

Nays: 0

Absent: 0

6. The meeting was adjourned at 3:33 PM