



Johnsville Public Utility District
Board of Directors Meeting Minutes

Date: November 4, 2019

Place: Historic Saint John's Church

Time: 1:00 PM

1. The meeting was called to order by Chair Piepho and the pledge was said. All directors were present.
2. Director Hattich made a **motion** to approve the minutes. Director LaTourrette seconded the motion. Motion passed unanimously.

Ayes: 3

Noes: 0

Absent: 0

3. There were no members from the public in attendance. Director LaTourrette requested the board consider adopting a three-minute rule for public input and this item will be added to the agenda for May JPUD (Johnsville Public Utility District) meeting agenda.

4. Reports

- 4.1 State Park representative was not present.

4.2 Director's Comments

Director Piepho followed up on an issue from the last meeting about dogs in town. They are required to be on a leash. In addition, the Chair commented on the successful clean up after this year's Hoedown. Also, at the last meeting the group discussed the two Air B & B's in town. The Chair relayed a recent incident in Contra Costa County where as a result of shootings during a party, the CEO of Air B & B will no longer allow parties at these rentals.

- 4.3 The manager added that the pond by treatment plant had been cleaned of shrubs and trees by Graeagle Land and Water. A letter describing our current billing process was sent to State Park with their yearly bill. Because they do not pay property taxes the JPUD must bill them separately. We have requested they pay in the same time frame as homeowners. Our audits are complete and the manager will send copies to directors by email. A paper copy will be sent to the County and an PDF will be sent to State Controller's office.

4.4 Tank Replacement Project

- 4.4.1 Committee Reports

Director/Capital Improvement Plan Chair

Director Hattich developed a list of assets for the JPUD. Director Piepho will make a call to our former chlorinator and see if he has a similar list that we can cross check with. Assets listed will start from the catch basin. This list will serve as an itemized value of the district and continue to be a working document.

Board Chair/Government Liaison

Chair Piepho shared that he has been in contact with Darryl Sniff concerning the lease for the land the JPUD water tanks are on with the State Park. The Chair sent a Letter of Intent to the State and Mr. Sniff said the lease with was in play. The Chair shared that we had met with members from USDA and we are actively working on the water tank replacement project. The integrity of the tank's foundation is affected by the ongoing leakage and is a liability. To continue we need verification from the State that we have a lease for either 30 and 30 years or 20 and 20 years to meet the requirements of USDA loan application. Chair Piepho called Mr. Sniff today to follow up and left a message.

Director/Tank Committee Chair

Director LaTourrette went over a review of JPUD's current finances with the board. He also went over notes from the meeting at Red Hotel. Dave Hartwell convened the meeting. Mr. Hartwell continues to be an invaluable asset to the PUD and the board sincerely appreciates the volunteer work he does. In attendance were Dave Hartwell, John LaTourrette Board member, Dan Bastian JPUD Engineer, Sarah Bixler Rural Communities Assistance Corporation (RDAC), Mike Colbert United States Department of Agriculture (USDA), Georgianne Pillsbury RDAC loan assistant, Melissa Sheets manager JPUD, and Barry Sheets homeowner/volunteer. Several items are still needed for California Environmental Protection Agency (CEPA) the National Environmental Protection Agency (NEPA). Information concerning Forest Service Permit is not adequate according to our legal counsel, Mr. Steve Gross, and the permit may need to be renewed. Director LaTourrette shared communications regarding permit with the board. The Chair requested that correspondence and other materials relating to meetings be included in Director's packets for prior review.

Director LaTourrette passed out copies of summary/snap shot of JPUD's finances and the group went over several items in the draft Preliminary Engineering Report (PER). The PER listed an estimated \$134,500.00 in costs leading up to tank construction. These costs are reimbursable. There are now additional reports and surveys that are required and this estimate does not cover all we need to spend. There is an apparent need to secure a bridge loan to be able to cover all the costs needed to set us up to actual tank construction. We need monthly balance sheets from county to tract the JPUD's dollar balance as we have limited funds to spend. Issues that need to be resolved before we can submit loan application include lease of land tank(s) are on, biological report, and special use permit for engineering report. Also, if survey shows there is room to keep an existing tank that will eliminate need for bladder and may satisfy some requirements from biological report.

Director LaTourrette has asked RCAC for bridge loan application. He also recommended we start loan application for RCAC, renew special use permit, give authority to him and professionals involved in project to move on from this point, and the board meet more frequently to discuss items that require their attention.

Director Hattich requested he be notified of anything he can do in addition to capital improvements. The manager will contact any board member if additional work is required.

Chair Piepho thanked Director LaTourrette for all the work he has done. He requested the attendees of October meeting be included on notes and any materials discussed at meeting be included in director's packets. A Frequently Asked Question (FAQ) list will be compiled in the future. The board will discuss an additional rate increase at the May JPUD Board meeting. The Chair suggested the board call special meetings whenever a roadblock was hit during the project so as a group the board can discuss and find ways to solve these issues. The Chair also suggested we look at total cost of project and how it will affect our monthly water rates.

Chair Piepho made the **motion** to authorize Director LaTourrette, the Tank Committee, and professionals as needed to move forward with USDA loan application in order to reach the construction phase of Water Tank Replacement Project and to include submitting a bridge loan application to RCAC.

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

Ayes: 3

Noes: 0

Absent: 0

5. Action Items

- 5.1 Newsletter will be updated and sent to manager. The board will use Digaprint to print and mail to homeowners at the end of the year.
- 5.2 Director Hattich asked that we find out the specs for compressor so we can price unit.
- 5.3 Director LaTourrette will put JPUD Website on line and include this fiscal year's agendas and minutes.

6. The meeting was adjourned at 3:10.