

**ACTION ONLY MINUTES
SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT**

6425 Main Street,
Georgetown, California 95634

**TUESDAY, FEBRUARY 6, 2024
10:00 A. M.**

BOARD OF DIRECTORS

Mitch MacDonald, President
Donna Seaman, Vice President Mike Thornbrough, Treasurer
Michael Saunders, Director Robert Stovall, Director

PRESENTING STAFF

General Manager Nicholas Schneider Water Resource Manager Alexis Elliott
Operations Manager Adam Brown Office Finance Manager Jessica Buckle
Legal Counsel Frank Splendorio

MISSION STATEMENT

It is the purpose of the Georgetown Divide Public Utility District to:

- Provide reliable water supplies.
- Ensure high-quality drinking water.
- Promote stewardship to protect community resources, public health, and quality of life.
- Provide excellent and responsive customer services through dedicated and valued staff.
- Ensure fiscal responsibility and accountability are observed by balancing immediate and long-term needs.

A full record of this meeting is available on the District channel:

<https://youtube.com/live/iv2eiFuP2ds>

1. CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE

Vice President Seaman called the meeting to order at 10:15 a.m.

Roll Call:

Present: Stovall, Thornbrough, and Seaman,

Absent: None

Director Thornbrough led the Pledge of Allegiance.

Directors Saunders and MacDonald arrived at 10:26 a.m.

2. ADOPTION OF AGENDA

Public Comment:

No comments were received.

Given that two Board members were currently running late General Manager Nicholas Schneider proposed that as a courtesy the agenda be amended by placing item 4 the Consent Calendar, after item 7 the Committee Reports, to allow members currently en route and not present the opportunity to comment and vote on the Consent Calendar.

Director Thornbrough motioned to adopt the agenda with the proposed amendment of beginning the meeting with item 7 Committee Reports then returning to item 3 Public Comment. Director Stovall seconded the motion.

President MacDonald called for the vote:

Ayes: Stovall, Thornbrough, and Seaman,

Nays: None

The motion passed **unanimously**.

7. COMMITTEES

A. Irrigation Committee – Ray Griffiths, Chairman – Next Meeting February 13, 2024

Director Seaman shared that there was no committee meeting last month.

B. Finance Committee – Andy Fisher, Chairman - Next Meeting February 22, 2024

Director Stovall shared that the committee worked on the analysis of the Auburn Lake Trails (ALT) Zone loan program qualification parameters.

C. Ad-Hoc Committee for Policy Manual – Next Meeting February 13, 2024

Director Seaman shared that the committee was bringing forward three policies for Board approval at this meeting.

D. Ad-Hoc Grant Writing Committee – Next Meeting February 7, 2024

The committee will meet this month. The committee is working to finalize a large USDA grant acquisition in the amount of \$8 million for piping work of the canals in the Up-Country delivery system. A Community-based solar program at GDPUD headquarters is being examined.

E. AD-Hoc Labor Negotiations Committee- Meetings Held as Necessary

Director Thornbrough shared that the committee has met and continues to meet as necessary.

Public Comment:

No comments were received.

5. OFFICE/FINANCE MANAGER’S REPORT

Office Finance Manager Jessica Buckle delivered the report and fielded inquiries.

Public Comment:

Cherie Carlyon

Director Saunders and Director MacDonald arrived at 10:26 a.m.

3. PUBLIC FORUM

No comments were received.

4. CONSENT CALENDAR

A. Approval of Minutes

- January 4, 2024 Regular Meeting

B. Consider Adoption of Policy 4240 Board Member Teleconferencing

C. Consider Adoption of Policy 2440 Requests for Public Documents

D. Consider Adoption of Policy 4105 Filling of Vacancies on the Board of Directors

E. Receive Quarterly Investment Report from Optimized Investment Partners

Director Thornbrough requested that items C and D, be pulled for discussion.

President MacDonald requested that item E be pulled for discussion.

Director Sanders motioned to approve the Consent Calendar items; A Minutes of Regular Meeting January 4, 2024, and B adoption of Policy 4240 Board Member Teleconferencing. Director Stovall seconded the motion.

President MacDonald called for the vote:

Ayes: Saunders, Stovall, Thornbrough, Seaman and MacDonald

Nays: None

The motion passed **unanimously**.

Item C Policy 2440 Requests for Public Documents

Director Thornbrough shared concerns that the fees for hard copies of documents and materials penalizes the many residents who are not able to access items digitally. It was shared that this was in keeping with and subject to the Government Code.

Public Comment:

Cherie Carlyon

Director Stovall motioned to adopt Policy 2440 Public Requests for Public Documents. Director Seaman seconded the motion.

President MacDonald called for the vote:

Ayes: Saunders, Stovall, Thornbrough, Seaman and MacDonald

Nays: None

The motion passed **unanimously**.

Item D Policy 4105 Filing of Vacancies on the Board of Directors

Director Thornbrough requested that the qualifications for elected Board members be outlined in the policy. The policy language requesting candidate resumes was examined with clarification given that this is to assist the Board should an appointment process be chosen. There was a request for language added to remove the word requiring a resume. There was also an inquiry into the principal act of the District. It was clarified that the Public Utility District Law is the principal act enabling the District. The suggested amendment to the language was to cite the Public Utility District Act.

Legal Counsel shared that the request assists the Board in their selection process to bring relevancy and understanding. The inclusion of language stating that none of this is to be construed as minimum conditions for appointment these are just factors for the Board's evaluation, discretion, and consideration. The only minimum condition/requirement that is imposed for appointment is that the applicant is an elector in the District. The language can be amended to highlight that this is seeking to establish what qualities the candidate will bring to the District and not present as minimum qualifications. These are merely factors and qualities for the Board to consider in making their decision.

Public Comment:

Cherie Carlyon

Director Saunders motioned to refer the Policy 4105 Vacancies on the Board of Directors to the Ad Hoc Policy Committee for review and inclusion of the discussed amendments. Director Thornbrough seconded the motion.

President MacDonald called for the vote:

Ayes: Saunders, Stovall, Thornbrough, Seaman and MacDonald

Nays: None

The motion passed **unanimously**.

Item E Receive Quarter Two Investment Report from Optimized Investment Partners

President MacDonald shared that he pulled this item as the statement from the Federal Reserve, is now outdated. The conditions of banking systems were examined. There was a request to place funds into Treasuries moving forward.

Public Comment:

Cherie Carlyon

President MacDonald motioned to accept receipt of the Quarter Two Investment Report from Optimized Investment Partners. Director Saunders seconded the motion.

President MacDonald called for the vote:

Ayes: Saunders, Stovall, Thornbrough, Seaman, and MacDonald

Nays: None

The motion passed **unanimously**.

6. INFORMATIONAL ITEMS

A. Board Reports

Director Stovall shared that the Finance Committee meeting was well run and attended.

Director Saunders reviewed his Board report.

Director Thornbrough attended his last meeting on the El Dorado Water Agency (EDWA) Board.

Director Seaman attended committee meetings.

Director MacDonald shared that there is a JPIA conference approaching as well as an ACWA conference. He encouraged the Board to attend in order to remain apprised of District insurance coverage and benefits through JPIA.

B. Legislative Liaison Report

Director Saunders reviewed his report. The state deficit is impacting available funding. There is work to ensure that there will be money available in the Water bond for headwaters, wildfire resilience, and aging infrastructure in the headwaters. The General Manager shared that the Reservoir Operators Group is working on a presentation that will be delivered this spring.

Public Comment:

Steve Dowd

C. Operation Manager's Report

- Monthly Water Demand Assessment

Operations Manager Adam Brown delivered the report. The Stumpy Meadows Reservoir is now holding a full pool. The reservoir began spilling on Sunday, February 4, 2024.

Public Comment:

Cherie Carlyon

Steve Dowd

D. Water Resources Manager's Report

- Calendar Year 2023 Supply and Demand Report

Water Resource Manager Alexis Elliott delivered the Zone report and reviewed the 2023 Supply and Demand report. There were 11.79 inches of rainfall reported during January 2024.

Public Comment:

Steve Dowd

E. General Manager's Report

General Manager Nicholas Schneider delivered the report, and solar project options were discussed.

Public Comment:

Steve Dowd

Cherie Carlyon

8. ACTION ITEMS

A. Consider Adoption of Finance Committee Recommendations for the Loan Program for Auburn Lake Trails (ALT) Property Owners within the Wastewater Disposal Zone

General Manager Nicholas Schneider delivered the item report. The income qualifications were developed utilizing the Federal Poverty Levels which is the same metric the Low-Income Household Water Assistance Program (LIWAP) program utilizes in establishing eligibility. Applicants requesting consideration via a qualifying life circumstance require approval from the Board of Directors.

Public Comment:

Cherie Carlyon

Director Thornbrough motioned to adopt Resolution 2024-XX Establishing qualification metrics for the loan program for ALT property owners within the Wastewater Disposal Zone with amendments to the qualifications presented. The Qualifying Life Events List being removed and adopting the Exceptional Circumstances List with the inclusion of the death of a spouse or financially contributing household member. Director Stovall seconded the motion.

President MacDonald called for the vote:

Ayes: Saunders, Stovall, Thornbrough, Seaman, and MacDonald

Nays: None

The motion passed **unanimously**.

B. Consider Approval of Equipment Purchase Associated with the Department of Forestry and Fire Protection Grant "Fire Safe on the Divide"

General Manager Nicholas Schneider and Operations Manager Adam Brown delivered the report and fielded inquiries.

Public Comment:

Steve Dowd

Director Seaman motioned to adopt Resolution 2024-XX Approving the Purchase of Heavy Equipment in Conjunction with the "Fire Safe on the Divide Project." Director Stovall Seconded the motion.

President MacDonald called for the vote:

Ayes: Saunders, Stovall, Thornbrough, Seaman, and MacDonald

Nays: None

The motion passed **unanimously**.

C. Consider Local Agency Formation Commission (LAFCO) Annexation of Parcel 088-031-016 into the District

General Manager Nicholas Schneider and Operations Manager Adam Brown delivered the report. The landowner has requested annexation into the District.

Public Comment:

Cherie Carlyon

Director Thornbrough motioned to adopt Resolution 2024-XX Approving the LAFCO Annexation into the District. Director Stovall seconded the motion.

President MacDonald called for the vote:

Ayes: Saunders, Stovall, Thornbrough, Seaman, and MacDonald

Nays: None

The motion passed **unanimously**.

D. Consider Adoption of 2024 Meeting Calendar for the Board of Directors and Standing Committees

General Manager Nicholas Schneider delivered the report.

Public Comment:

Cherie Carlyon

Steve Dowd

Director Seaman motioned to adopt the 2024 Meeting Calendar for the Board of Directors and Standing Committees as listed in the resolution with the inclusion of an Irrigation Committee meeting in March and moving the Irrigation Committee meetings to the third Tuesday of each month maintaining Finance Committee meetings as presented in the resolution. Director Stovall seconded the motion.

President MacDonald called for the vote:

Ayes: Saunders, Stovall, Seaman, and MacDonald

Nays: Thornbrough

The motion **passed**.

E. Consider Adoption of 2024 Budget Process Calendar

General Manager Nicholas Schneider delivered the report and reviewed the proposed Budget Process Timeline.

Public Comment:

Cherie Carlyon

Director Saunders motioned to adopt the 2024 Budget Process Calendar. Director Seaman seconded the motion.

President MacDonald called for the vote:

Ayes: Saunders, Stovall, Thornbrough, Seaman, and MacDonald

Nays: None

The motion passed **unanimously**.

F. Consider Formation of an Ad Hoc Strategic Planning Committee, and Appointment of Two Directors to the Committee

General Manager Nicholas Schneider reviewed the report.

President MacDonald nominated Directors Saunders, Seaman, and Stovall.

Public Comment:

Cherie Carlyon

Director Saunders withdrew his nomination and nominated Directors Stovall and Seaman. The Director motioned to adopt Resolution 2024-XX Directing the Formation of an Ad Hoc Strategic Planning Committee and appointing Directors Stovall and Seaman. Director Thornbrough seconded the motion.

President MacDonald called for the vote:

Ayes: Saunders, Stovall, Thornbrough, Seaman, and MacDonald

Nays: None

The motion passed **unanimously**.

Public Comment:

No comments were received.

President MacDonald adjourned the open session to a closed session at 1:53 p.m.

9. CLOSED SESSION

**A. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION
(Gov. Code § 54956.9(d)(1))**

Name of Case: GDPUD v. PG&E

B. CONFERENCE WITH LABOR NEGOTIATORS (Gov. Code § 54957.6)

Agency Designated Representative: General Manager Schneider

Employee Organizations: Local 1, Local 39

C. REPORT OUT OF CLOSED SESSION

There was no report out of the closed session to deliver.

President MacDonald adjourned the Closed Session and transitioned the meeting to an open session at 4:20 a.m.

10. BOARD MEMBER REQUESTS FOR ADDITIONS TO FUTURE MEETING AGENDAS

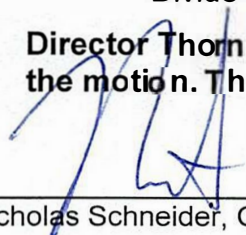
Director Saunders requested that the Irrigation Committee begin looking at any possible change in dates for the approaching season, and tasked staff to query the irrigation customers to avoid after-the-fact confusion on season dates. Season adjustments were requested to occur using two-week increments should dates be adjusted.

Director Seaman requested that an RFP be developed for laboratory services.

11. NEXT MEETING DATE AND ADJOURNMENT

A. The next Regular Meeting will be March 7, 2024, at 2:00 PM., at the Georgetown Divide Public Utility District, 6425 Main Street, Georgetown, California 95634.

Director Thornbrough motioned to adjourn the meeting. Director Saunders seconded the motion. The motion passed by acclamation. The meeting adjourned at 4:23 p.m.



Nicholas Schneider, General Manager

4-4-24

Date

Attachment:
Public Comment

Also
FINANCE Committee 1-25-24

Public comments by Cherie Carlyon
GDPUD Board Meeting
January 4, 2024 2:00pm

3pm

Subject CPA FY23/24 budget

I am very concerned about that this year's \$90,000 CPA budget. As of 11-30-23 it is over \$127,169.

At the last meeting I asked about the 10-06-23 check of \$29,467.50 to LSL and was told by the GM that is was a billing for the current audit. On 11-9-23 a check was paid out for \$48,087.50 to LSL. Why is the district expending all of these funds to LSL to help with the audit when the actual auditors are only receiving \$21,000? The district's staff have always been responsible for accumulating the majority of the necessary documents for the auditors, not the district's CPA'S.

Last year from 7-1-22 to 11-30-22, the district paid out \$26,534 to LSL for CPA services. If the district was able to get through last year's audit period for \$26,534, why are they now spending \$127,169?

This spending is not in the best interest of the ratepayers and this board should look into this situation.

I also think that the CPA budget should have an actual account number like legal and the audit accounts and not be lumped into the professional services account.

... update 1-25-24 FC meeting

CK 35629 LSL \$25,420 12/8/23

This brings the Total YTD 7-1-23-12-31-23
To \$152,589

which is \$62,589.30 over budget ..

A Budget admendment should be completed.

update 2-6-2024 10AM BOD meeting