



## AGENDA

### REGULAR MEETING BOARD OF DIRECTORS

#### GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

6425 Main Street, Georgetown, California 95634

**TUESDAY, SEPTEMBER 13, 2022**

**2:00 P.M.**

#### BOARD OF DIRECTORS

Michael Saunders, President

Mitch MacDonald, Vice President

Mike Thornbrough, Treasurer

Donna Seaman, Director

Gerry Stewart, Director

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#### 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.

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**NOTICE:** Due to the current evacuation order for Georgetown related to the Mosquito Fire, and the closure of the district office, located at 6425 Main Street in Georgetown, this meeting will be by video conference only. All members of the public may participate in the meeting via video conference at:

<https://us02web.zoom.us/j/7656449744?pwd=KzdUMndmT2dIS0djM01xOUVGTDNldz09>

Meeting ID: **765 644 9744** and Password: **800609** or via teleconference by calling **1-699-900-6833**, Meeting ID: **765 644 9744** and Password: **800609** and will be given the opportunity to provide public comment. Please note that any person attending via teleconference will be sharing the phone number from which they call in with the board and the public.

We encourage Board members and participants to join the teleconference 15 minutes early. Due to high call volumes, we ask that Board members and participants retry calling in if there is a busy signal or if you cannot successfully connect to the meeting when you call in.

Pursuant to the Government Code Section 54954.3 (The Brown Act), members of the public shall be afforded the opportunity to speak on any agenda item, provided they are first recognized by the presiding officer. The Board President will call for public comment on each agenda item. Those wishing to address the Board on a matter that is not on the agenda and within the jurisdictional authority of the District may do so during the Public Forum portion of the agenda. Be aware of the following procedures for speaking during Public Forum or public comment sessions:

1. Please use the raise your hand feature when you wish to address the Board. If participating via teleconference, **dial \*9 to indicate you would like to speak**. The President will call upon you by addressing you by the name or phone number indicated.
2. Comments are to be directed only to the Board.
3. The Board will not entertain outbursts from the audience.

4. There is a three–minute time limit per speaker.
5. The Board is not permitted to take action on items addressed under Public Forum.
6. Disruptive conduct shall not be permitted.
7. Persistence in disruptive conduct shall be grounds for removal of that person's privilege of address.

The Board President is responsible for maintaining an orderly meeting.

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

## **2. ADOPTION OF AGENDA**

## **3. PUBLIC FORUM (ONLY ITEMS THAT ARE NOT ON THE AGENDA)**

4. **CONSENT CALENDAR** – Any member of the public may contact a Board member prior to the meeting to request an item be pulled from the Consent Calendar

### **A. Approval of Minutes**

1. Regular Board Meeting of August 9, 2022
2. Special Board Meeting of August 17, 2022
3. Special Board Meeting of September 6, 2022

- B. **Consider Authorizing the District to Conduct Meetings by Teleconference during the Period October 1 – October 31, 2022, as provided by Assembly Bill 361.**

**Possible Action:** Approve Resolution 2022-XX authorizing the District to continue teleconference meetings during the period October 1 to October 31, 2022.

## **5. FINANCIAL REPORTS**

- A. Budget to Actuals Report
- B. Pooled Cash Report
- C. Monthly Check Report

## **6. INFORMATIONAL ITEMS**

- A. **Board Reports**
- B. **Legislative Liaison Report**
- C. **General Manager's Report**
- D. **Operation Manager's Report**
- E. **Water Resources Report**

## **7. COMMITTEES**

- A. **Finance Committee** – Steve Miller, Chair
- B. **Irrigation Committee** – Ray Griffiths, Chair
- C. **Ad Hoc Grant Writing Committee** – President Saunders
- D. **Ad Hoc Committee for Policy Manual** – President Saunders and Director Seaman
- E. **Ad Hoc Committee for the Audit Committee** – President Saunders and Director Thornbrough.
- F. **Ad Hoc Labor Negotiation Committee** – President Saunders, Director Thornbrough

## **8. OLD BUSINESS**

- A. **Monthly Water Demand Assessment Report, and Update on Public Outreach**

**Possible Action:** Receive water demand assessment, update on public outreach activities and consider revisions to the WSCP.

## 9. NEW BUSINESS

### A. Consider Affirming an Employment Agreement with the New General Manager

**Possible Action:** Receive summary of recruitment process initiated in 2020, and adopt Resolution 2022-XX affirming an employment agreement with the new General Manager

### B. Consider Authorizing Change of Bank Authority

**Possible Action:** Adopt Resolution 2022-XX removing the former General Manager and adding the new General Manager.

### C. Acceptance of Committee Resignations

**Possible Action:**

#### 1. Accept Resignation of John Duarte from the Irrigation Committee

**Possible Action:** Adopt Resolution 2022-XX accepting the resignation of a member of the Irrigation Committee.

#### 2. Accept Resignation of Bonnie Neeley from the Finance Committee

**Possible Action:** Adopt Resolution 2022-XX accepting the resignation of a member of the Finance Committee.

### D. Interview Applicants for Appointment to Irrigation Committee

**Possible Action:** Adopt Resolution 2022-XX appointing public members to the Irrigation Committee.

### E. Consider Revising Ordinance 2011-02 - Delinquency Rates and Related Fees

**Possible Action:** Consider revisions to Ordinance 2011-02 and provide staff direction.

### F. Consider Approving Professional Services Agreement with CEQA Consultant

**Possible Action:** Adopt Resolution 2022-XX approving PSA for CEQA Consultation Services.

## 10. BOARD MEMBER REQUESTS FOR ADDITIONS TO FUTURE MEETING AGENDAS AND REQUESTS FOR INFORMATION OR RESEARCH TO BE COMPLETED BY STAFF

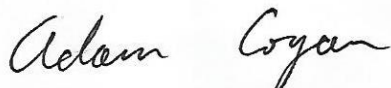
Opportunity for Board members to discuss matters of interest to them and provide input for future meetings as well as report on their District-related meeting attendance.

## 11. NEXT MEETING DATE AND ADJOURNMENT

The next Regular Meeting will be October 11, 2022, at 2:00 P.M., at the Georgetown Divide Public Utility District, 6425 Main Street, Georgetown, California 95634.

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, contact the District Office by telephone at 530-333-4356 or by fax at 530-333-9442. Requests must be made as early as possible and at least one full business day before the start of the meeting.

In accordance with Government Code Section 54954.2(a), this agenda was posted on the District's bulletin board at the Georgetown Divide Public Utility District office, at 6425 Main Street, Georgetown, California, on September 9, 2022.



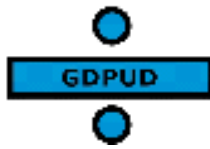
Adam Coyan, General Manager

9-9-2022

Date

Board Meeting of September 13, 2022

**AGENDA ITEM 4**



**MINUTES  
REGULAR MEETING**

**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS  
6425 MAIN STREET, GEORGETOWN, CALIFORNIA 95634**

**TUESDAY, AUGUST 9, 2022  
1:30 P.M.**

**(Note: The Public Forum section of the agenda will begin no earlier  
than 2:00 PM)**

Michael Saunders, President  
Mitch MacDonald, Vice President  
Mike Thornbrough, Treasurer  
Donna Seaman, Director  
Gerry Stewart, Director

The Board President is responsible for maintaining an orderly meeting.

**1) CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE**

President Saunders called the Board Meeting to order at 1335 hrs.

**ROLL CALL**

**DIRECTORS PRESENT:** President Saunders, Thornbrough, MacDonald, Seaman, Stewart

Director Seaman led in the Pledge of Allegiance.

**2) ADOPTION OF AGENDA**

Director MacDonald motioned to approve the adoption of the agenda. Director Thornbrough seconded the motion.

**Roll call vote was taken:**

**Aye:** Thornbrough, MacDonald, Seaman, Stewart, President Saunders

**Nay:** None

The motion CARRIED

**\*\* ANNOUNCE CLOSED SESSION AND ADJOURN OPEN SESSION TO CLOSED SESSION \*\***

**3) ADJOURN TO CLOSED SESSION**

Public Employment (Gov. Code, § 54957) Title: General Manager

**\*\* ADJOURN CLOSED SESSION AND OPEN REGULAR SESSION\*\* at 1450**

Report out of closed session: President Saunders reports that the board will direct staff.

**4) PUBLIC FORUM (ONLY ITEMS THAT ARE NOT ON THE AGENDA)**

Erin Dervin (legal) read the rules of conduct for public speaking.

Steven Dowd – comments on AC resignation

Member of the public proposed fire mitigation equipment.

Cherie Carlyon – comments on AC resignation, will submit letter of commendation (attached)

## 5) **CONSENT CALENDAR**

Thornbrough – a member of the public made request to pull items B & C. President Saunders pulled items B & C.

### **A. Approval of minutes**

Director Thornbrough motioned to approve the Consent Calendar item A. Director Stewart seconded the motion.

#### **Roll call vote was taken:**

**Aye:** Thornbrough, MacDonald, Seaman, Stewart, President Saunders

**Nay:** None

The motion **CARRIED**

### **B. ACWA conference**

Member of public – wanted items pulled for more information. Where is this in the budget and what are the total costs per board member? How many board members are going to the CSDA conference?

President Saunders – no directors are planning on attending the CSDA conference, however if they do, they will report out.

Director MacDonald – Pres Saunders and I discussed the costs of attending and maybe sharing cost of driving and alternative lodging arrangements to spare the district some of the cost. The conference is beneficial to the board to gain information on how to better serve the district but at this point in time we decided not to attend while we are searching for a new General Manager.

Director Thornbrough motioned to approve resolution 2022-48 authorizing the District's participation in the ACWA fall conference. Director Stewart seconded the motion.

#### **Roll call vote was taken:**

**Aye:** Thornbrough, MacDonald, Seaman, Stewart, President Saunders

**Nay:** None

The motion **CARRIED**

### **C. Meetings by teleconference**

Comment made by the public to stop extending the ability to teleconference due to no threat or concern for covid.

Director Thornbrough motioned to approve resolution 2022-49 authorizing the District to continue teleconference meetings during the period of September 1 to September 30, 2022. Director MacDonald seconded the motion.

#### **Roll call vote was taken:**

**Aye:** Thornbrough, MacDonald, Seaman, Stewart, President Saunders

**Nay:** None

The motion **CARRIED**

## 6) FINANCIAL REPORTS

- A. Budget to Actuals Report
  - President Saunders requests an update fund # from 6700 to 6100
  - OF manager – Jessica Buckle request that the board direct staff to deposit petty cash/cash drawer funds into 5600 office supplies fund and those reimbursements be tracked in Tyler and the credit card be used for office purchases
  - President Saunders gave direction to staff to deposit the money into the checking account and apply it to 100-5600-office supplies
- B. Pooled Cash Report
- C. Monthly Check Report through
- D. Annual Financial Report
  - GM Adam Coyan discussed his annual financial report

## 7) INFORMATIONAL ITEMS

### A. Board Reports

- Director Stewart – nothing to report
- Director Seaman – call about ALT paving project being a priority over other district areas
- Director MacDonald – discussed water main break outside of ALT gate 1.
- Pres Saunders – report out on two closed session meetings if a closed session is about a performance evaluation it will state “performance evaluation” If a closed meeting is about a HR issues or legal issue, we will not discuss the context of the meeting. One meeting was about accepting Adam Coyan’s resignation which was reported out. We will miss GM Adam Coyan and wish him well in his endeavors.
- President Saunders read his board report.

### B. Legislative Liaison Report

- Saunders read his legislative report re: SB1157 - indoor residential water use. Saunders is asking for board opposition to this Bill. All BOD agrees to send letter of opposition.

### C. General Manager’s Report

- Adam Coyan read his GM Report

### D. Operation Manager’s Report

- Adam Brown read the OM Report
- Reassurance that ALT main break was flushed and followed all guidelines
- ALT paving project – has finally started after a 3-year wait
- Dir MacDonald – request clarification on “per installation” fees.
- Brown- we are tracking AMR installations as they are done.
- Thornbrough requests maybe adding additional paving areas when the ALT paving project begins if there is enough time and cost.
- Director Seaman – requests the Ferguson crew make sure to notify customers before they arrive on property to turn off water in order to replace meters

### Public comment:

Stumpy is still very high (80% capacity)  
Ferguson will have difficulty “door knocking” in rural areas. Pres Saunders says meter replacement customers are notified by mail or flyer in mailbox, or door hangers.  
Volume issues with Adam Brown’s report.

**E. Water Resources Manger**

- a. Alexis Elliott read her WRM Report

**8) COMMITTEES**

**A. Finance Committee**

- a. Nothing to report – meeting cancelled

**B. Irrigation Committee**

- a. Nothing to report – meeting cancelled

**C. Ad Hoc Grant Writing Committee**

- a. Haven't had a meeting yet.

**D. Ad Hoc Committee for Policy Manual**

- a. May have a meeting in the next couple of weeks.
- b. Union negotiations on hold until rep returns on September 8th

**E. Ad Hoc Committee for the Audit Committee**

**9) OLD BUSINESS**

**A. Receive Water Demand Assessment, Discuss Revisions to the Water Shortage Contingency Plan, and Consider Public Outreach and Information Strategy**

Adam Coyan – discussed staff report.

President Saunders – discussed water conservation in late summer

Dir Thornbrough – how do we know how many customers are in the district?

Do they take into consideration residences on well water.

Adam Brown – they use the 2020 census and average the household size.

Gloria Omania – Discussed choosing a water mascot as well as costs to the district for public outreach. Requested feedback on estimated outreach costs and options.

Director Seaman requests that the board approve flyers before they are sent out. Recommended only a 1/3 sheet billing insert

President Saunders directed the GM to have Gloria see what the cost is of having a large “over the road” banner would be.

GT Gazette and Mt. Democrat are allowing us to submit one article each month at no cost.

Public Outreach: requested information on how notifications

President Saunders suggested that we extend Irrigation season an extra week into September. Re: fire mitigation. We are acting in discretion due to the State mandate at Level 2.

Director Thornbrough asked about options to extend the water season.

Adam Coyan – extending the water season will put us at risk of violating the Urban Water Management Plan.

Adam Brown – typically it takes a few weeks to get water from Stumpy Meadows to the end of the ditch. We can revisit our water management plan each year if



the water season is being requested to change (i.e. June – Oct)

President Saunders asked for board consensus (all in favor) to extend through the first week of September.

**Possible Action:** Receive water demand assessment, consider possible revisions to the WSCP, and consider approving the public outreach and information strategy. Provide additional Staff direction, if necessary. Adopt Resolution 2022-XX approving Water Shortage Response and Public Outreach Strategy.

Director Stewart motioned to approve resolution 2022-50 water demand assessment, approve the public outreach and information strategy. Director MacDonald seconded the motion.

**Roll call vote was taken:**

**Aye:** Thornbrough, MacDonald, Seaman, Stewart, President Saunders

**Nay:** None

**The motion CARRIED**

President Saunders pulled item 10D from the agenda. Bonnie Neeley, finance committee submitted her resignation, making item 10D null/void.

#### **B. Receive Update on the Review of the Irrigation Ordinance**

**Possible Action:** Receive update and provide Staff direction, if necessary.

- Director Seaman requests to have irrigation committee assess easements as a whole when it comes to the ditches. Next irrigation meeting is August 18<sup>th</sup> at 2:00 pm where they will look at the ordinance and bring any recommendations to the board.
- President Saunders – requests to have legal invited to the next irrigation meeting, have staff make recommended changes to the ordinance and give to the committee to add additional recommendation to present to the board.

### **10) NEW BUSINESS**

#### **A. Consider Amendment to the District's Conflict of Interest Code**

**Possible Action:** Adopt Resolution 2022-xx approving an amendment to the District's Conflict of Interest Code and authorizing the General Manager to submit notification to the El Dorado County Registrar of Voters.

- OFM Jessica Buckle read the staff report
- Director Seaman requests that OM, HR/IT and WRM be added to the conflict-of-interest code report.
- President Saunders directs that we add Office Finance Manager and Water Resource Manager to Conflict of Interest Code.

No public comments made.

Director MacDonald motioned to adopt Resolution 2022-51 approving an amendment to the District's Conflict of Interest Code with additional manager listed. Director Stewart seconded the motion.

**Roll call vote was taken:**

**Aye:** Thornbrough, MacDonald, Seaman, Stewart, President Saunders

**Nay:** None

The motion **CARRIED**

**B. Consider Approving a Request for Qualifications for Legal Counsel Services**

**Possible Action:** Adopt Resolution 2022-XX approving RFQ and authorizing General Manager to release RFQ.

GM Adam Coyan since 8/15/2013 the district has been receiving legal counsel from Churchill/White (now White/Brenner). The board on 7/12/22 directed staff to prepare an RFQ for legal services and have the board review. Staff recommend that the board review/approve the attached RFQ and direct staff to release it.

Donna Seamans directs question to legal counsel, Erin Dervin, on page 5 on the top it says, "directed by the Board President", should it say the Board of Directors.

Erin Dervin – there is no prohibition for any individual board member to contact legal. However, legal will inquire if the director has approval/consensus from the board president or the entire board in general.

Coyan – the board president is the gate keeper for the directors and the GM is the gate keeper for staff to contact the attorney.

President Saunders – Do we send out RFQ or give White/Brenner a raise?

Director MacDonald motioned to Adopt Resolution 2022-52 approving RFQ and authorizing General Manager to release RFQ. Director Seaman seconded the motion.

**Roll call vote was taken:**

**Aye:** Thornbrough, MacDonald, Seaman, Stewart, President Saunders

**Nay:** None

The motion **CARRIED**

**C. Consider Approval of a Professional Services Agreement for a Contract Grant Writer**

**Possible Action:** Adopt Resolution 2022— authorizing the General Manager to execute a PSA for grant writing services.

Adam Coyan read staff report, request that board sign a PSA with Intuitive Group which was the only RFQ we received back.

President Saunders – Recommends that staff reissue the RFQ to see if we can get more than one interested party

Director Seaman motioned to reject all proposals for grant writing services and reissue the RFQ. Director MacDonald seconded the motion.

**Roll call vote was taken:**

**Aye:** Thornbrough, MacDonald, Seaman, Stewart, President Saunders

**Nay:** None

The motion **CARRIED**

**D. Consider Approval of a Professional Services Agreement for Engineering Services (District Engineer)**

**Possible Action:** Adopt Resolution 2022-XX authorizing the General Manager to execute a PSA for engineering consulting services.

**David Hardin** – Bennett Engineering Services, discussed his capabilities in water grant writing services in addition to their Engineering Services.

Director Thornbrough motioned to Adopt Resolution 2022-53 authorizing the General Manager to execute a PSA for engineering consulting services with Bennett Engineering Services. Director Stewart seconded the motion.

**Roll call vote was taken:**

**Aye:** Thornbrough, MacDonald, Seaman, Stewart, President Saunders

**Nay:** None

The motion **CARRIED**

**E. Consider Approval of a Professional Services Agreement for Audit Services**

**Possible Action:** Adopt Resolution 2022-XX authorizing the General Manager to execute a PSA for audit services.

President Saunders requests that MAZE & Associates

Director Thornbrough motioned to Adopt Resolution 2022-54 authorizing the General Manager to execute a PSA for audit services with MAZE & Associates. Director MacDonald seconded the motion.

**Roll call vote was taken:**

**Aye:** Thornbrough, MacDonald, Seaman, Stewart, President Saunders

**Nay:** None

The motion **CARRIED**

~~**F. Consider Removal of Bonnie Neeley from the Finance Committee**~~

~~**Possible Action:** Board discussion and determination of action on removing a member of the Finance Committee~~

**11. PUBLIC HEARING – SECOND READING AND ADOPTION OF ORDINANCE 2022-01 CERTIFYING ANNUAL DIRECT CHARGES, FEES AND ASSESSMENTS**

**Possible Action:** Adopt Ordinance 2022-01 levying annual assessments and tax liens for unpaid charges for water services, as of June 30, 2022.

Public hearing closed at 1834.

Director Seaman motioned to Adopt Ordinance 2022-01 levying annual assessments and tax liens for unpaid charges for water services, as of June 30, 2022. Director MacDonald seconded the motion.

**Roll call vote was taken:**

**Aye:** Thornbrough, MacDonald, Seaman, Stewart, President Saunders

**Nay:** None

The motion **CARRIED**

**12. BOARD MEMBERS REQUESTS FOR ADDITIONS TO FUTURE MEETING AGENDAS AND REQUESTS FOR INFORMATION OR RESEARCH TO BE COMPLETED BY STAFF**

President Saunders openly thanks General Manager for getting GDPUD up to speed with systems, CIP projects.

President Saunders requests that staff put a Board Clerk/Public Outreach full-time union position onto the agenda for the September meeting.

**13. NEXT MEETING DATE AND ADJOURNMENT** – The next Regular Meeting will be September 13, at 2:00 PM at the GDPUD office.

Adjourned at 1845.

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Adam Coyan, General Manager

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Date

## Jessica Buckle

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**From:**  
**Sent:** Tuesday, August 9, 2022 3:03 PM  
**To:** Jessica Buckle  
**Subject:** 8-9-22 public comment

Public Statement from Cherie Carlyon submitted for the record at the 2pm August 9, 2022 GDPUD Regular Board Meeting.

Since this is probably GM Adam Coyan's last board meeting, I would like to express my appreciation for all of the hard work and dedication that he gave to the water district over the past year. When he was hired, I told many customers that we hit the jackpot! I still truly believe this. He should be commended for his excellent job performance and he should have been given the pay raise he deserved.

I have witnessed a lot of ups and downs during my five years of attending every board meeting and I think the district will have a difficult time finding a new General Manager with his experience and dedication to the job. I wish him the very best in his future endeavors.

Thank you



**MINUTES  
SPECIAL MEETING**

**Georgetown Divide Public Utility District Board Of Directors  
6425 Main Street, Georgetown, California 95634**

**WEDNESDAY, AUGUST 17, 2022**

**5:00 P.M.**

Michael Saunders, President  
Mitch MacDonald, Vice President  
Mike Thornbrough, Treasurer  
Donna Seaman, Director  
Gerry Stewart, Director

**MISSION STATEMENT**

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- 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.
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THIS MEETING WILL NOT BE PHYSICALLY OPEN TO THE PUBLIC. ALL MEMBERS OF THE PUBLIC MAY PARTICIPATE IN THE MEETING VIA VIDEO CONFERENCE AT

<https://us02web.zoom.us/j/84606702704?pwd=bVJKU08wSERORHE4Mkd0Qm54YnRodz09>

Meeting id: **846 0670 2704** and password: **598992**. The public will be given the opportunity to provide public comment. Please note that any person attending via teleconference will be sharing the phone number from which they call in with the board and the public.

Out of respect for the meeting and others in attendance, please turn off all cell phones or put in the silent mode.

Pursuant to the Government Code Section 54954.3 (The Brown Act), members of the public shall be afforded the opportunity to speak on any agenda item, provided they are first recognized by the presiding officer. The Board President will call for public comment on each agenda item. Those wishing to address the Board on a matter that is not on the agenda and within the jurisdictional authority of the District may do so during the Public Forum portion of the agenda. Please be aware of the following procedures for speaking during Public Forum or public comment sessions:

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2. Comments are to be directed only to the Board.
3. The Board will not entertain outbursts from the audience.
4. There is a three-minute time limit per speaker.
5. The Board is not permitted to take action on items addressed under Public Forum.
6. Disruptive conduct shall not be permitted.
7. Persistence in disruptive conduct shall be grounds for removal of that person's privilege of address.

The Board President is responsible for maintaining an orderly meeting.

**1) CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE**

President Saunders called the meeting to order at 5:02 PM.

**DIRECTORS PRESENT:** MacDonald, Thornbrough, Seaman, Stewart, Saunders  
Director Stewart led in the Pledge of Allegiance.

**2) ADOPTION OF AGENDA**

Motioned By Director Thornbrough To Adopt The Agenda. Seconded By Director Stewart.

**ROLL CALL VOTE ALL AYES**  
**THE MOTION PASSED.**

**3) PUBLIC FORUM (ONLY COMMENTS ON CLOSED SESSION ITEMS)**

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**ANNOUNCE CLOSED SESSION AND ADJOURN OPEN SESSION TO CLOSED SESSION**

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The Board adjourned to closed session at 5:05 PM.

**4) ADJOURN TO CLOSED SESSION**

Gov. Code, § 54957, Subd. (b)(1) – Public Employee Appointment  
Title: General Manager

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**ADJOURN CLOSED SESSION AND OPEN REGULAR SESSION**

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The Board returned to open session at 6:09 PM. Director Stewart was not present for this portion of the meeting.

**REPORT OUT OF CLOSED SESSION**

Erin Dervin, Legal Counsel, reported one item was discussed and direction was given to staff.

**5) NEXT MEETING DATE AND ADJOURNMENT** – The next Regular Meeting is September 13, 2022, at 2:00 P.M.

Motioned By Director Macdonald To Adjourn. Seconded By Director Thornbrough.

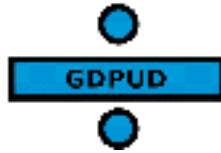
**The meeting was adjourned at 6:10 PM**

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Adam Coyan, General Manager

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Date



## MINUTES

### **SPECIAL BOARD MEETING Tuesday, September 6, 2022 2:00 PM**

Georgetown Divide Public Utility District Board Of Directors  
6425 Main Street, Georgetown, California 95634

Michael Saunders, President  
Mitch MacDonald, Vice President  
Mike Thornbrough, Treasurer  
Donna Seaman, Director  
Gerry Stewart, Director

#### **MISSION STATEMENT**

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  - 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.
- 

#### **1) CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE**

President Saunders called the Board Meeting to order at 2:05 PM

##### **ROLL CALL:**

**DIRECTORS PRESENT:** Director Stewart, Director Seaman, Director MacDonald (via phone), Director Thornbrough, President Saunders

President Saunders led in the Pledge of Allegiance.

#### **2) ADOPTION OF AGENDA**

Director Stewart motioned to adopt the agenda. Director Thornbrough seconded the motion.

##### **Roll call vote was taken:**

Aye: Stewart, Seaman, MacDonald (via phone), Thornbrough, Saunders

Nay: NONE

The motion CARRIED

#### **3) PUBLIC FORUM (ONLY ITEMS THAT ARE NOT ON THE AGENDA)**

Bonnie Neeley commented on August 25, she had an interview from Adult Protective Services. There was an inquiry to determine if her competency, if not, her name should be taken off the voting records. She sent reports to Elections Office and Adult Protective Services. She believes it is related to the upcoming Board election. If the reports are considered fraudulent, she will turn it over to her attorney.



**4) RECEIVE MONTHLY WATER DEMAND ASSESSMENT REPORT AND CONSIDER POSSIBLE REVISIONS TO THE WATER SHORTAGE CONTINGENCY PLAN (WSCP)**

Adam Brown reported he looked at the current reservoir level with respect to water conservation mandates from the State. He presented a chart (attached) as to what the reservoir levels would be if the irrigation season were continued to the dates indicated on the chart.

President Saunders discussed fire mitigation measures and how it not only benefits the Divide community, but surrounding areas such as Tahoe and Pollock Pines. He noted how the ponds just recently helped extinguish a fire in Cool. Irrigation feeds those ponds.

Further, we are within current State requirements for Level 2 conservation (10–20% reduction); we are at 15% for treated water. Our reservoir is above the annual average.

General discussion from Board members and the general public favored continuing irrigation for the full season.

Erin Dervin, Legal Counsel, noted it is within the Board's discretion to modify the Water Shortage Contingency Plan and noted the justification should focus on needs for firefighting purposes—the need to irrigate is a separate issue. If the WSCP is modified based on the urgency justification, we need to notify the Department of Water Resources with the revised plan within 30 days of the revision.

Director MacDonald thanked treated water customers with meeting State water reduction requirements helping make it possible for us to consider extending the irrigation for fire mitigation purposes.

Director Thornbrough moved that the Irrigation Season be moved to its normal end time, the end of September for reasons of fire mitigation to protect the Divide Community, as we have limited firefighting measures with our current water tank and hydrants supply, we rely on the ponds fed by the irrigation canals. Director Seaman seconded the motion.

**5) ROLL CALL VOTE:**

Aye: Stewart, Seaman, MacDonald (via phone), Thornbrough, Saunders

Nay: NONE

The motion CARRIED

**STAFF DIRECTION:** We need an inventory of the ponds we have in the District.

**6) NEXT MEETING DATE AND ADJOURNMENT** – The next Regular Meeting is September 13, 2022, at 2:00 P.M.

Director motioned to adjourn; Director Stewart seconded. Adjourned by acclamation

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Adam Coyan, General Manager

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Date

**September Stumpy Meadows Storage Projections**

	Full Service (ac-ft)	Minus Irrigation Irrigation Service (ac-ft)
Wednesday, September 7, 2022	16,422.5	N/A
Wednesday, September 14, 2022	16,033.6	16,283.6
Wednesday, September 21, 2022	15,644.7	16,144.6
Wednesday, September 28, 2022	15,255.8	16,005.7

**Notes:**  
 ac-ft = Acre Feet  
 Values are estimated  
 N/A - Not applicable

**RESOLUTION NO. 2022-XX**  
**OF THE BOARD OF DIRECTORS OF THE**  
**GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT**  
**PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE**  
**PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR NEWSOM ON**  
**MARCH 4, 2020, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS**  
**OF THE LEGISLATIVE BODIES OF THE GEORGETOWN DIVIDE SPECIAL UTILITY**  
**DISTRICT FOR THE PERIOD OCTOBER 1, 2022, TO OCTOBER 31, 2022**  
**PURSUANT TO BROWN ACT PROVISIONS**

**WHEREAS**, the Georgetown Divide Special Utility District (“District”) is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

**WHEREAS**, all meetings of District’s legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District’s legislative bodies conduct their business; and

**WHEREAS**, the Brown Act, Government Code section 54953(e), makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

**WHEREAS**, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

**WHEREAS**, it is further required that state or local officials have imposed or recommended measures to promote social distancing, and

**WHEREAS**, the Board of Directors previously adopted a Resolutions finding that the requisite conditions exist for the legislative bodies of the Georgetown Divide Public Utility District to conduct remote teleconference meetings without compliance with Paragraph (3) of Subdivision (b) of Section 54953; and

**WHEREAS**, as a condition of extending the use of the provisions found in Section 54953(e), the Board of Directors must reconsider the circumstances of the state of emergency that exists in the District, and the Board of Directors has done so; and

**WHEREAS** emergency conditions persist in the District, specifically, a State of Emergency has been proclaimed by the Governor due to the COVID-19 Pandemic; and

**WHEREAS**, the District also has a COVID-19 policy recommending social distancing measures; and

**WHEREAS**, as a consequence of the California State of Emergency caused by the COVID-19 Pandemic emergency persisting, the Board of Directors does hereby find that the legislative bodies of the District shall continue to conduct their meetings without compliance

with Paragraph (3) of Subdivision (b) of Government Code Section 54953, as authorized by Subdivision (e) of Section 54953, and that such legislative bodies shall continue to comply with the requirements to provide the public with access to the meetings as prescribed in Paragraph (2) of Subdivision (e) of Section 54953; and

**WHEREAS**, the Georgetown Divide Public Utility District will hold its meetings via Zoom teleconference and make the access available to the public via video or phone.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF GEORGETOWN DIVIDE SPECIAL UTILITY DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:**

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Re-ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of date of March 4<sup>th</sup>, 2020.

Section 3. Remote Teleconference Meetings. The General Manager and legislative bodies and committees of the District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including conducting open and public meetings in accordance with Government Code Section 54953(e) and other applicable provisions of the Brown Act.

Section 4. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until October 31, 2022, or until the Board of Directors adopts a subsequent resolution in accordance with Government Code Section 54953(e)(3) to extend the time during which the legislative bodies and committees of District may continue to teleconference without compliance with Paragraph (3) of Subdivision (b) of Section 54953.

**PASSED AND ADOPTED** by the Board of Directors of Georgetown Divide Public Utility District on this 13<sup>th</sup> day of September 2022, by the following vote:

**AYES:**

**NOES:**

**ABSENT/ABSTAIN:**

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Michael Saunders, President, Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

*Attest:*

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Adam Coyan, Clerk and Ex officio  
Secretary, Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

## CERTIFICATION

I hereby certify that the foregoing is a full, true, and correct copy of Resolution 2022-XX duly and regularly adopted by the Board of Directors of the Georgetown Divide Public Utility District, County of El Dorado, State of California, on this 13<sup>th</sup> day of September 2022.

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Adam Coyan, Clerk and Ex officio  
Secretary, Board of Directors  
GEORGETOWN DIVIDE PUBLIC UTILITY DISTRICT

DRAFT