TUOLUMNE UTILITIES DISTRICT
REGULAR MEETING MINUTES
JUNE 22, 2021

A regular meeting of the Board of Directors of Tuolumne Utilities District convened at 9:00 a.m. at the District Office, 18885 Nugget Blvd., Sonora, California.

This meeting was held in accordance with Executive Order N-29-20, issued by California Governor Gavin Newsom on March 17, 2020, the Ralph M. Brown Act (California Government Code Section 54950, et seq.), and the Federal Americans with Disabilities Act. No physical public meeting location was provided for this meeting. Instead, the Board held this meeting telephonically using Zoom. Members of the public were able to speak and provide oral comments during the meeting.

A verbal roll call was conducted by Melissa McMullen, Board Clerk.

Melissa McMullen, Board Clerk, conducted all voting by verbal roll call.

The following Directors and staff were present:

Director Balen, President
Director Ringen, Vice President
Director Boatright
Director Kerns
Director Murphy

Don Perkins, Interim General Manager
Erik Johnson, District Engineer
Steve Sheffield, Finance Director
Abby Parcon, Administrative Services Director
Melissa McMullen, Executive Secretary/Board Clerk
Glen Nunnelley, Senior Engineer
Antonio Ramirez, Engineering Services Technician
Matt Nolte, Distribution Superintendent
Trevor Cowden, Water Superintendent
Rich Pitcher, Collections Superintendent
Doug Everhart, Construction/Maintenance Superintendent
Eric Hall, Water Master

Call to Order
Pledge of Allegiance

I. Public Forum

No public comment was heard.

II. Consent Calendar

1. Minutes of the Regular Board Meeting of June 8, 2021

2. Resolution No. 9-21 to approve Appropriations Limit for FY22

3. Operational Update on the Water and Wastewater Departments for May 2021

Director Boatright pulled Item #2 of the Consent Calendar for further discussion.

Director Ringen pulled Item #3 of the Consent Calendar for further discussion.

Director Kerns moved to approved Item #1 of the Consent Calendar. Director Ringen seconded the motion and it was approved unanimously.

Director Boatright moved to approve Item #2 of the Consent Calendar. Director Ringen seconded the motion and it was approved unanimously.

Director Ringen moved to approve Item #3 of the Consent Calendar. Director Kerns seconded the motion and it was approved unanimously.

III. Regular Business

4. Public Hearing Regarding Adoption of the 2020 Urban Water Management Plan and Water Shortage Contingency Plan

President Balen opened the Public Hearing at 9:18 a.m.

Public comment was heard.

Glen Nunnelley responded to questions regarding the Urban Water Management Plan (UWMP) and Water Shortage Contingency Plan (WSCP).

UWMP and WSCP were published for public review and comment on May 14, 2021. Public comments were accepted until June 7, 2021 and also at the June 8, 2021 Regular Board meeting.

Glen Nunnelley stated that no written public comments were received by the District prior to the Public Hearing.

The Water Committee heard a brief presentation on the Urban Water Management Plan (UWMP) and Water Shortage Contingency Plan (WSCP) during its May 20, 2021 meeting. The Board of Directors heard a presentation of the Draft of the 2020 UWMP and WSCP from Kennedy Jenks on June 8, 2021.

The Public Hearing was closed at 9:47 a.m.

Director Kerns moved to adopt Resolution No. 10-21 adopting the 2020 Urban Water Management Plan and Water Shortage Contingency Plan. Director Ringen, Vice President seconded the motion and it was approved unanimously.

5. Consider approval of the Fiscal Year 2021-2022 Operating Budget and Capital Improvement Plan

Don Perkins, Steve Sheffield and Erik Johnson presented the Fiscal Year 2021-2022 Operating Budget and Capital Improvement Plan (CIP) and responded to questions. Additionally, Matt Nolte, Trevor Cowden, Doug Everhart and Rich Pitcher were available to respond to questions.

No public comment was heard.

Director Kerns moved to adopt Resolution No. 11-21 approving the Fiscal Year 2021-2022 Capital Improvement Plan and Resolution No. 12-21 adopting the Fiscal Year 2022 Operating Budget. Director Ringen, Vice President seconded the motion and it was approved unanimously.

Director Kerns recused himself from Item #6 because his business has provided services for the party listed.

6. Consider adopting a Resolution approving the request for variance from Wastewater Section 3.01 Regarding Service to a Non-Adjacent Parcel - Borgquist

Antonio Ramirez presented a summarization of the request for a variance for sewer service to non-adjacent parcel - Borgquist and responded to questions.

No public comment was heard.

Director Boatright moved to adopt Resolution No. 13-21 approving the request for variance from Wastewater Section 3.01 Regarding Service to a Non-Adjacent Parcel - Borgquist. Director Murphy seconded the motion and it was approved 4-0.
Yes: Director Balen, President, Director Ringen, Vice President , Director Boatright and Director Murphy
Abstentions: Director Kerns

7. Discuss and Consider Approving the Proposal from Carollo Engineering to perform a Condition Assessment of the existing Sonora Water Treatment Plant (WTP)

Trevor Cowden presented a summarization for the request to consider approving the proposal from Carollo Engineering to perform a Condition Assessment of the existing Sonora Water Treatment Plant (WTP) and responded to questions.

No public comment was heard.

Director Ringen, Vice President moved to approve the Proposal from Carollo Engineering to perform a Condition Assessment of the existing Sonora Water Treatment Plant (WTP). Director Murphy seconded the motion and it was approved unanimously.

8. Discuss and Consider Possibly Directing Staff to Request Proposals for Executive Recruitment Services for the Permanent General Manager Position

Abby Parcon began discussions regarding the executive recruitment of the permanent General Manager position and if the Board would like to direct staff to request proposals from consultant firms to perform executive recruitment services for the position of General Manager.

Director Ringen suggested that the Board of Directors hold a Special Board meeting to discuss the qualifications for the ideal candidate with employment standards for the general managers position.

Director Murphy moved to direct staff to request proposals from consultant firms to perform the executive recruitment services for the position of general manager and Abby Parcon reach out to Calaveras County Water District (CCWD) and Amador Water Agency to understand the process with which they recruited the general manager positions and present those findings at a future meeting of the Board. Director Ringen, Vice President seconded the motion.

9. Update on COVID-19 Guidelines Related to Resuming In-Person Board and Committee Meetings and Possible Decision on Date of First In-Person Meeting

Abby Parcon presented an update on the COVID-19 Guidelines related to resuming in-person Board and Committee meetings and possible decision on date of first in-person meeting and responded to questions.

No public comment was heard.

No motion was heard to change the current procedures for Board and Committee meetings.

IV. Staff Reports

Steve Sheffield reported on the following items:
-Continuing to work with USDA regarding the Wastewater Treatment Plant Project for staff to be able to provide the Board with options and recommendations

V. Directors Communication and Reports

Director Ringen reported on the following items:
-June 9, 2021: Attended/participated in the Tuolumne County Natural Resources Committee meeting
-June 10, 2021: Attended TUD Human Resources/External Relations Committee meeting as an observer
-June 15, 2021: Attended/participated in the Tuolumne-Stanislaus IRWM Outreach meeting
-June 16, 2021: Attended/participated in the Tuolumne-Stanislaus JPA/WAC meeting

Director Murphy reported on the following items:
-June 10, 2021: Attended/participated in the TUD Human Resources/External Relations Committee meeting

Director Kerns reported on the following items:
-June 10, 2021: Attended TUD Human Resources/External Relations Committee meeting as an observer

Director Boatright reported on the following items:
-June 10, 2021: Attended TUD Human Resources/External Relations Committee meeting as an observer

Director Balen reported on the following items:
-June 25, 2021: There will be a Mountain Counties Board meeting

Adjournment

The meeting was adjourned at 12:04 p.m.

Date: July 13, 2021

ATTEST:

Barbara Balen, President
Board of Directors

Melissa McMullen,
Executive Secretary/Board Clerk