



**Johnsville Public Utility District
Regular Meeting Minutes**

Date: Saturday September 14, 2019

Time: 1:00 PM

Place: Saint John's Church

1. Meeting called to order at 1:00 PM by Chair David Piepho and the Pledge of Allegiance was said. All directors were present.
2. The minutes were reviewed and a **motion** to approve the minutes for Johnsville Public Utility District (JPUD) meetings July 21, 2019 and July 23, 2019 was made by Director Hattich and seconded by Director LaTourrette. The vote was as follows:
 - Ayes: 3
 - Noes: 0
 - Absent: 0Motion passed unanimously.
3. Several homeowners had input for **Public Comment**.
 - 3.1. A resident expressed concern about dog feces in town. Discussion included addressing dog waste and liter cleanup in JPUD newsletter. Another resident suggested we invite a representative from County Supervisor's office to attend meetings.
 - 3.2. Several residents brought up speeding in town also.
4. **Comments and Reports**
 - 4.1 State Park not in attendance.
 - 4.2 Director reports/comments
 - 4.2.1 Director Hattich reported that he is compiling a list of the district's assets.
 - 4.2.2 Director La Tourrette said we now have a Commercial and Government Entity Code (CAGE) number which allows the JPUD to accept funds from the federal government. Also, authentication documents in Rural Development Apply (RDApply) need to be signed by chair. There are also engineering and financial information that need to be inputted. Director LaTourrette explained the importance of filing our application by the end of October and the constraints the board faces. Many people are helping and the board needs to stay focused so we can successfully complete this process.
 - 4.2.3 Chair Piepho had several items to discuss.
 - Newsletter is almost complete and will be sent to homeowners at the end of the year. We will use Digaprint and post on Website when it is active.
 - Graeagle Land and Water (GLW) alerted the chair that our water level was seriously low during the week of the State Park's

Discovery Days. The chair noted that this is a reoccurring situation and suggested we alert GLW each year before this event so they can monitor and alert town.

- There are two Vacation and Rental by Owners (VRBO) in town. They are nationally advertised and licensed. Chair Piepho requested that we put on future agenda item a discussion as to possible water rate adjustment for these properties which now may qualify as commercial ventures. Discussion included the absence of a manager, trash issues, unprescribed fire in backyard, no rules or supervision and other concerns about these properties. The board expressed the need to bill fairly and consistently to all commercial parcels. Discussion included going to County Supervisors as residents to express concerns and clarification and inviting a representative to our meetings. A resident noted that bed and breakfasts are not allowed in town and that the county reportedly did not determine rentals to be commercial. More discussion will continue at future meetings.
- The chair asked Director LaTourrette to share those involved with and support the tank project. In summary the JPUD is working with United States Department of Agriculture(USDA), Dave Hartwell (retired from USDA), Mike Colbert (Alturas USDFA), and Sarah Bixler Rural Development Specialist. They have helped us to reach the stage we are at now. We also have staff engineer Dan Bastian working with the JPUD and attorney Steve Gross.
- Chair Piepho shared the up coming Firewise meeting in Graeagle on September 20, at 7:00 PM. The topic will be homeowner's insurance.

4.3. Manager reported on computer search. A **motion** to authorize the purchase of a laptop designated solely to JPUD business not to exceed \$500.00 was made by Chair Piepho and seconded by Director Hattich.

The vote was as follows:

Ayes: 3

Noes: 0

Absent: 0

The motion passed unanimously. Director LaTourrette also suggested computer maintenance and repair be contracted.

4.4. **Tank Replacement Project**

Chair Piepho summarized and described the tank replacement project and recent meetings concerning land rights. The State inspected our tanks several years ago and reported that the tanks had exceeded their useful life and needed replacing. Even though the JPUD had spent revenues carefully they had not planned for this project. The current board has been working on the replacement of tanks for three years. The JPUD hired and attorney,

Steve Gross, to address the issue of land rights. Chair Piepho, Director LaTourrette, Dan Bastian, and Dave Hartwell held a special meeting with our attorney Steve Gross. The tanks, water source, and plant are on State Park property. The JPUD has rights to the water not the property. It would take five years to complete the acquisition of these parcels by the JPUD from the State. The JPUD has limited revenues and needs to secure a loan to complete project. Also, loan process must be completed before we know if USDA has grant money available. This could happen in November. The JPUD has adjusted rates, and gone to State and Feds. The USDA has the best monies for our water district. A 40-year lease agreement between the State and the JPUD is currently being considered. Our attorney had recommended that the JPUD secure a letter of intent from the State that gives rights to make improvements, maintain and lease for 40 years.

On September 11, 2019 a conference call between Steve Gross (attorney), Dave Hartwell (consultant), Dan Bastian (engineer), David Piepho(chair), and Darryl Sniff (State Park) was held. After introductions, goals, and ownership discussions, the focus was on tank replacement and the need to have a 40-year lease between the State and the JPUD. Mr. Sniff said he had a team that would start and expediate the process Assignments, responsibilities and tasks were also discussed. Mr. Sniff will provide information on extending and rewriting or amending lease agreement. A discussion led by our attorney as to who would write the amendments resulted in the suggestion that Dan Bastian write the amendment and our attorney review it. David Piepho will communicate weekly with Mr. Sniff on progress.

Chair Piepho proposed the following timeline.

- Submit USDA loan application by November 1, 2019
- Obtain signed Letter of Intent from State Park
- Bridge loan before we get USDA loan which will be built into final USDA loan
- Successful acquisition of USDA loan will allow reimbursement of costs to JPUD.

In summary, the chair listed the following tasks that need to be completed.

- Qualify for 40-year USDA loan
- 40-year lease of property with State
- Continued easement and right of way from State for life of loan
- November 1 deadline for RDAApply
- Construction of new tank begin by fall 2020
- Bastian send current PER (Preliminary Engineering Report) to Mr. Sniff
- Waterlines on State property need to be on JPUD property

- Lease agreement that gives JPUD control of property with State Park certified by our attorney
- National Environment Policy Act (NEPA) and California Environmental Quality Act (CEQA) completed

5. Action items

5.1 The following dates were set by the board for next year's JPUD Board meetings:

May 23, 2020

June 27, 2020

September 5, 2020

A **motion** to set the above dates for JPUD Board meetings was made by Director Hattich and seconded by Director LaTourrette. The vote was

Ayes: 3

Noes: 0

Absent: 0

The motion passed unanimously.

5.2 Action to approve Capital Improvement Plan was tabled until the next meeting.

The board discussed meeting in the first week of November.

5.3 JPUD website will be up and running on January 1, 2020.

6. Closed session for review of general manager.

Board reviewed job performance of manager and presented the results (ten question evaluation) to manager. This will be repeated yearly and a file kept of results.

Chair Piepho made the **motion** to increase the manager's salary by \$50.00 per month.

The motion was seconded by Director Hattich. The vote was

Ayes: 3

Noes: 0

Absent: 0

The vote passed unanimously

7. The meeting was adjourned at 3:31 pm.

