



UTICA WATER AND POWER AUTHORITY

UWPA Office Building
1168 Booster Way
Angels Camp, CA 95222
(209) 736-9419

Minutes of the February 22, 2023 Regular Board Meeting

The Board of Directors of the Utica Water and Power Authority met in regular session via remote access at the Utica office in Angels Camp, California.

Directors present:

- Alvin Broglio, (COA), Chair
- Ralph Chick (UPUD), Vice Chair
- Jennifer Davis-Herndon, (COA), Secretary
- Greg Rasmussen, (UPUD), Director
- Gary Conrado, Community At-Large Member

Staff present:

- Joel Metzger, Utica General Manager
- Lori Karnes, Utica Administrative Manager
- Frank Fields, Utica O&M Superintendent
- Kyle Rasmussen, Utica Conveyance Supervisor
- Ryan Heryford, Utica Relief Hydroelectric and Conveyance Operator

Others Present:

- Larry Thompson, alternate Utica board member

Item 1: CALL TO ORDER / PLEDGE OF ALLIEGIANCE

- The meeting was called to order at 5:30 p.m. by Director Broglio

Item 2: ROLL CALL

- Directors present
 - Director Chick, Director Broglio Director Davis-Herndon, Director Rasmussen, Director Conrado
- Directors absent
 - None

Item 3: APPROVAL OF AGENDA

Director Chick made a motion to approve the agenda.

- **Motion to approve:** Director Chick
- **Second:** Director Davis-Herndon
- **Board Discussion:** None
- **Public Comment:** None
- **Vote:** 5-0-0
- **Ayes:** Directors Broglio, Davis-Herndon, Chick, Conrado, Rasmussen
- **Noes:** None
- **Abstain:** None
- **Absent:** None

Item 4: PUBLIC COMMENT

Mr. Ryan Heryford advocated for Utica's employees and urged the Board to adopt the Incentive Pay Policy to incentivize Utica employees to finish out their career with Utica and encourage them to pursue training and education specific to their line of work. He said many of Utica's operators have been with Utica for more than 10 years and have institutional knowledge that would be difficult if not impossible to replace if key employees left for other higher paying positions. Mr. Heryford mentioned that Utica's operators are some of the most highly skilled and knowledgeable in their field and he believes they are not paid as much as other comparable agencies for similar positions.

Item 5: CONSENT CALENDAR

- A. Approval of the January 24, 2023 Board meeting minutes (Karnes)
- B. Financial reports 1/1/23 – 1/31/23 (Karnes)
- C. Generation report for January '23 (Fields/Karnes)
- D. Operations report (Fields)

- E. Conveyance report (Rasmussen)
- F. Water Supply Conditions Report (Metzger)

Director Rasmussen made a motion to approve the Consent Calendar.

- **Motion to approve:** Director Rasmussen
- **Second:** Director Chick
- **Board Discussion:** None
- **Public Comment:** None
- **Vote:** 5-0-0
- **Ayes:** Directors Broglio, Davis-Herndon, Chick, Conrado, Rasmussen
- **Noes:** None
- **Abstain:** None
- **Absent:** None

Item 6: CLOSED SESSION

- A. Public employee performance evaluation: Government Code section 54957.
Titles: Administrative Manager, Administrative Technician, Senior Conveyance Operator

- B. Reportable action
 - 1. The Board reconvened to Open Session at 6:36 p.m.
 - 2. Direction was given to staff.

Item 7: DRAFT REGULAR AGENDA

Discussion and possible action on all items

- A. Consideration of approval of new job descriptions for Administrative Technician and Administrative Specialist (Metzger)

Director Rasmussen made a motion to approve the new job descriptions for Administrative Technician and Administrative Specialist.

- **Motion to approve:** Director Rasmussen
- **Second:** Director Broglio
- **Board Discussion:** None
- **Public Comment:** None
- **Vote:** 5-0-0
- **Ayes:** Directors Broglio, Davis-Herndon, Chick, Conrado, Rasmussen

- **Noes:** None
- **Abstain:** None
- **Absent:** None

B. Consideration of adoption of an Incentive Pay Policy (Resolution 23-04)
(Metzger)

Mr. Metzger asked the Board to consider adding longevity pay for employees based on their length of continuous service and incentive pay for employees who earn special certificates and/or licenses to enhance job performance or meet the Authority's needs. The Personnel Committee recommended employees would earn a 2.5% increase in their annual salary after completing 10 years of continuous service, and at five-year intervals thereafter, ending at 25 years. Incentive pay would be based on skill level and paid at 1% - 2% of the employee's annual salary to those who earn certifications and licenses for specialized training specific to their job.

Director Chick made a motion to adopt Resolution 2023-04 – Incentive Pay Policy, including incentive pay for having a Class A commercial driver's at 2%, stream gaging at 1%, and pesticide application at 1%.

- **Motion to approve:** Director Chick
- **Second:** Director Davis-Herndon
- **Board Discussion:** None
- **Public Comment:** None
- **Vote:** 5-0-0
- **Ayes:** Directors Broglio, Davis-Herndon, Chick, Conrado, Rasmussen
- **Noes:** None
- **Abstain:** None
- **Absent:** None

C. Consideration of adoption of the fourth budget adjustment for Fiscal Year 2022-2023 (Resolution 23-05) (Metzger)

Mr. Metzger reviewed staff-recommended budget adjustments with the Board and proposed that funds from savings in Capital Outlay be reallocated for longevity and incentive pay, administration restructure, and an equipment storage building at Hunter Reservoir. This adjustment will result in a balanced budget.

Director Rasmussen made a motion to adopt Resolution 23-05 – The Fourth Budget Adjustment for Fiscal Year 2022-2023 with the adjustments approved by the Board for incentive and administration pay.

- **Motion to approve:** Director Rasmussen
- **Second:** Director Davis-Herndon
- **Board Discussion:** None
- **Public Comment:** None
- **Vote:** 5-0-0
- **Ayes:** Directors Broglio, Chick, Davis-Herndon, Rasmussen, Conrado
- **Noes:** None
- **Abstain:** None
- **Absent:** None

D. Letter of opposition to AB 338 (Aguiar-Curry) Wildfire Mitigation Workers' Pay (Metzger)

Mr. Metzger explained that opposing AB 338 would not require agencies like Utica to pay prevailing wage for fuels reduction work. Paying prevailing wage would prohibit these projects, making them too costly. Mr. Metzger asked the Board to consider giving him the authority to sign the letter.

Director Rasmussen made the motion to give Mr. Metzger the authority to sign the letter of opposition to AB 338.

- **Motion to approve:** Director Rasmussen
- **Second:** Director Broglio
- **Board Discussion:** None
- **Public Comment:** None
- **Vote:** 5-0-0
- **Ayes:** Directors Chick, Broglio, Davis-Herndon, Rasmussen, Conrado
- **Noes:** None
- **Abstain:** None
- **Absent:** None

E. Formation of irrigation rates ad-hoc committee (Metzger)*

Mr. Metzger requested the board to consider an ad hoc committee for the irrigation rates.

Director Broglio made a motion to create an ad hoc committee for irrigation rates.

The Board selected Director Broglio and Director Chick for the ad hoc committee

- **Motion to approve:** Director Broglio
- **Second:** Director Conrado
- **Board Discussion:** None
- **Public Comment:** None
- **Vote:** 5-0-0
- **Ayes:** Directors Chick, Broglio, Davis-Herndon, Rasmussen, Conrado
- **Noes:** None
- **Abstain:** None
- **Absent:** None

F. Consideration of adoption of a resolution authorizing the Darby Apple Fuels Reduction Project grant application (Resolution 23-06) (Metzger)

Mr. Metzger asked the Board to consider a grant application for fuels reduction work along Darby Road and wrapping around the hillside above Utica's flume system. If awarded, Utica could receive around \$1.3 million with a 10 percent reimbursement to Utica for indirect administration costs. The funding is 100% grant with no local match required.

Director Chick made a motion to adopt Resolution 23-06 – Darby Apple Fuels Reduction Project grant application.

- **Motion to approve:** Director Chick
- **Second:** Director Broglio
- **Board Discussion:** None
- **Public Comment:** None
- **Vote:** 5-0-0
- **Ayes:** Directors Broglio, Chick, Davis-Herndon, Rasmussen, Conrado
- **Noes:** None
- **Abstain:** None
- **Absent:** None

G. Authorization of General Manager to advocate on behalf of the Authority on federal legislation and priorities (Metzger)*

Mr. Metzger will be traveling to Washington D.C. to advocate for policy, programs, and legislation that benefits Utica. Mr. Metzger asked for the Board's approval to authorize him to advocate on behalf of the Utica Board for the following:

- Damage to Calaveras County sustained during the late 2022 and early 2023 storms that led to a federal disaster being declared
- Grant funding for infrastructure maintenance and replacement with special focus on water conveyance systems, dams and small, green hydro powerhouses
- Grant funding through Federal Emergency Management Agency (FEMA) Pre-Hazard Mitigation and California OES Hazard Mitigation Program to help agencies proactively protect critical infrastructure against wildfires and other natural disasters
- Discussing the high costs and bureaucratic barriers that agencies face when pursuing project relicensing through the Federal Energy Regulatory Commission (FERC)

Director Broglio made a motion authorizing Mr. Metzger to advocate for the topics listed above on behalf of the Utica Board.

- **Motion to approve:** Director Broglio
- **Second:** Director Davis-Herndon
- **Board Discussion:** None
- **Public Comment:** None
- **Vote:** 5-0-0
- **Ayes:** Directors Broglio, Chick, Davis-Herndon, Rasmussen, Conrado
- **Noes:** None
- **Abstain:** None
- **Absent:** None

H. Consideration of authorizing the General Manager to execute a contract with Emerson to retrofit the Murphys Powerhouse Governor (Metzger)

Mr. Metzger gave an overview of the Governor retrofit project. Emerson will complete all testing and commissioning to build governor components and ship them to Utica. Utica will hire contractors to work with staff to remove the old governor and place the new one. It would cost an estimated \$268,000. \$70,000 is included in the Capital Improvement Plan (CIP) for FY 2022-2023. \$620,000 was allocated in the CIP for the Governor replacement over the next five years. The

relay project would be put on hold in order to complete the Governor retrofit in November 2023. A portion of the money earmarked for the relay project in the CIP could be re-allocated to the Governor project in order to complete it by the end of 2023.

Mr. Metzger is asking the Board to consider authorizing the General Manager to execute the contract with Emerson to retrofit the Murphys Powerhouse Governor.

Director Conrado made a motion to move forward with executing the contract between Utica and Emerson.

- **Motion to approve:** Director Conrado
- **Second:** Director Chick
- **Board Discussion:** None
- **Public Comment:** None
- **Vote:** 5-0-0
- **Ayes:** Directors Chick, Broglio, Davis-Herndon, Rasmussen, Conrado
- **Noes:** None
- **Abstain:** None
- **Absent:** None

- I. Consideration of authorizing the General Manager to enter into an agreement with Umpqua Bank for credit card and banking services (Resolution 23-07) (Metzger / Walker)

Mr. Metzger reviewed the complicated process of reconciling the bank statements through the U.S. Bank interface. Staff met with representatives from Umpqua Bank to review their credit card program. The Umpqua Bank card will give Utica more control, flexibility, and security with cards issued to employees. The interface is much more user friendly and integrates with QuickBooks Online (QBO).

Director Rasmussen made a motion to adopt Resolution 23-07 authorizing the General Manager to enter into an agreement with Umpqua Bank, or any other bank, for credit card and banking services.

- **Motion to approve:** Director Rasmussen
- **Second:** Director Broglio
- **Board Discussion:** None
- **Public Comment:** None

- **Vote:** 5-0-0
- **Ayes:** Directors Broglio, Chick, Davis-Herndon, Rasmussen, Conrado
- **Noes:** None
- **Abstain:** None
- **Absent:** None

**Indicates no paperwork is included in agenda packet.*

Item 8: BOARD / GENERAL MANAGER REPORTS, FUTURE AGENDA ITEMS

A. General Manager’s Report

- Utica received notification that its account had attempted fraudulent activity. Account has been frozen and may need to be closed to avoid additional activity
- Budget preparation for FY 23-24 is approaching. Staff will meet with the Budget Committee to review the budget
- Cal-OES – funding is available for New Year’s storms. Utica has applied for reimbursement, but there is no guarantee of payment
- Mr. Metzger feels confident that Jessica Self is well suited for the General Manager position at Union Public Utility District (UPUD) and is looking forward to working with her. She has a solid background in grant writing and external affairs
- Met with Tuolumne County Water Agency (TCWA) today. They are trying to partner with local agencies on grants, water, education, and outreach on Stanislaus and Melones storage

B. Correspondence

- None

C. Board Reports

- Director Rasmussen announced Jessica Self is the new General Manager at UPUD

Item 9: UPCOMING BOARD MEETINGS AND CALENDAR EVENTS

- Tuesday, March 28, 2023, at 5:30 p.m.
- Tuesday, April 25, 2023, at 5:30 p.m.

Item 10: ADJOURNMENT

The meeting was adjourned at 7:32 p.m.

Approved at the March 28, 2023 meeting:


ALVIN BROGLIO (May 5, 2023 10:02 PDT)

Alvin Broglio, Chair

Attest:



Clerk to the Board

02.22.23 Minutes for February Meeting (JM)

Final Audit Report

2023-05-05

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