

**REGULAR BOARD MINUTES  
SOUTH PLACER MUNICIPAL UTILITY DISTRICT**

<b>Meeting</b>	<b>Location</b>	<b>Date</b>	<b>Time</b>
Regular	Zoom Meeting	January 7, 2021	4:30 p.m.

**I. CALL MEETING TO ORDER:** The Regular Meeting of the South Placer Municipal Utility District Board of Directors was called to order with President Murdock presiding at 4:36 p.m.

**II. ROLL CALL OF DIRECTORS:**

Present: President John Murdock, Vice President Will Dickinson, Director Jim Williams, Director Jerry Mitchell

Absent: None

Vacant: Ward 4

Staff: Adam Brown, Legal Counsel  
Herb Niederberger, General Manager  
Carie Huff, District Engineer  
Eric Nielsen, Superintendent  
Emilie Costan, Administrative Services Manager

**III. PLEDGE OF ALLEGIANCE:** General Counsel Brown led the Pledge of Allegiance.

**XI.1 ISSUANCE OF OATH OF OFFICE**

President Murdock requested that the Board hear Item 6.1 Issuance of the Oath of Office prior to the consent items. ASM Costan issued the Oath of Office for Director Gerald Mitchell of Ward 1, Director James Durfee of Ward 4, and Director James Williams of Ward 5.

**IV. CONSENT ITEMS:**

1. MINUTES from the December 3, 2020 Regular Meeting.
2. ACCOUNTS PAYABLE in the amount of \$1,065,844 through December 29, 2020.
3. BILL OF SALE for Sewer Improvements within Taylor Road Mixed Use with an estimated value of \$572,647.
4. BILL OF SALE for Sewer Improvements within United Auburn Indian Community (UAIC) Tribal School with an estimated value of \$12,242.
5. RESOLUTION 21-01 UPDATING THE DISTRICT INVESTMENT STRATEGY.
6. COVID-19 PANDEMIC UPDATE.

GM Niederberger added that the large number of refunds shown in the Accounts Payable Report was due primarily to residential occupancy changes from a high volume of home sales. GM Niederberger also highlighted the COVID-19 Prevention Plan (CPP) in the COVID-19 Pandemic

Update Report, a document required by Cal OSHA. The existing Pandemic Illness Workforce Shortage Continuity of Operations Guide adopted in April is now a companion to the CPP and will be updated to reflect staff changes that have occurred since its adoption.

Director Williams made a motion to approve the consent items; a second was made by Vice President Dickinson; a roll call vote was taken, and the motion carried 5-0.

## **V. PUBLIC COMMENTS:**

ASM Costan confirmed that no eComments were received. Hearing no other comments, the public comments session was closed.

## **VI. BOARD BUSINESS**

### **2. SELECTION OF OFFICERS AND APPOINTMENTS TO THE TEMPORARY ADVISORY COMMITTEES AND SPWA BOARD**

President Murdock dissolved the existing advisory committees.

President Murdock nominated the current Vice President William Dickinson to succeed as the new President for 2021.

Director Murdock made a motion to nominate Director Mitchell to serve as Vice-President, a second was made by Director Williams, the motion carried 5-0.

President Dickinson created temporary advisory committees and appointed Directors to serve as follows:

- Policy & Ordinance Committee: Director Durfee & Vice President Mitchell
- Personnel Advisory Committee: President Dickinson & Director Murdock
- Redistricting Committee: Director Murdock & Director Durfee
- Architectural Committee: President Dickinson & Director Williams
- Fee & Finance Committee: President Dickinson & Director Williams
- SPWA Advisory Committee: Vice President Mitchell & Director Williams
- Loomis 2 x 2 Committee: Director Durfee & Director Williams

Vice President Mitchell shared that existing South Placer Wastewater Authority (SPWA) debt has been restructured at a low fixed rate and there is no current need for treatment expansion, making the Joint Powers Authority (JPA) very stable at this time. He shared support for it being a good time to appointment someone else to serve as the District's representative on the Board. The District has veto rights over certain actions, and he shared that he does not believe there is a need for six people to serve on the SPWA Board. He shared that outside of conversations regarding debt, which will not likely need to occur for some time, the meetings are fairly routine in nature. The current structure has been working well. Additionally, the County is growing in the West which will increase their consumption.

President Dickinson shared that the SPWA Advisory Board is separate from the appointment to serve as the District's representative on the SPWA Board. The Committee would be set up to discuss maintenance, operations, and other SPWA issues. With over fifty percent of the District

budget going to pay for the City of Roseville's treatment, it is important to have more institutional background and eyes on the SPWA's operations.

President Dickinson appointed Director Williams as District representative to the South Placer Wastewater Authority Board of Directors with Vice President Mitchell serving as alternate.

### **3. SOUTH PLACER WASTEWATER AUTHORITY (SPWA)**

GM Niederberger reported that the District now receives the SPWA draft agenda well in advance of the SPWA meeting, allowing the draft agenda to be brought to the Board for discussion. Future agendas will be provided to the SPWA Advisory Committee who can then present the materials to the SPMUD Board.

GC Brown provided an overview of the formation of the SPWA Board and how the District ended up with one representative on the Board.

Director Murdock stated that Roseville has a majority vote with Placer County representing Roseville. Director Williams commented that when he was on the Board for Placer County that he represented Roseville, but his area also included Loomis and other parts of the County.

President Dickinson shared that the best time to look at a restructuring is when times are stable, and relationships are good. Director Durfee suggested that we detail and articulate the reasons why we believe there should be a change. It was stated that the Advisory Committee can look into potential restructuring further.

Vice President Mitchell shared that the SPWA meetings are open meetings currently being held via Zoom and anyone can be added to the distribution list.

GM Niederberger provided an overview of the upcoming SPWA meeting agenda and asked for Director comments. There were no Director comments.

Director Williams made a motion to forward the discussion of an additional District representative on the SPWA Board to the SPMUD SPWA Advisory Committee for review and future recommendation to the Board; a second was made by Director Durfee; a roll call vote was taken, and the motion carried 5-0.

### **4. GENERAL MANAGER GOALS FOR 2021**

GM Niederberger shared his 2021 Goals which include:

1. Redistricting to comply with the California Voting Rights Act (CVRA) and Transition to by-Ward Area Voting. This goal includes obtaining the information necessary to develop ward boundary scenarios for consideration by the Board. Holding public hearings and working with staff from County Elections to incorporate new ward boundaries into County precincts.
2. Renew Special District Leadership Foundation Transparency Certification.

3. Complete Building Addition and Perimeter Fence Project. This goal includes finalizing the plans and specifications for the Headquarters and Corporation Yard building addition, bidding the project and bringing it to the Board for contract authorization, and completing the work on schedule and within budget.
4. Evaluate Financial Performance and report to Fee and Finance Advisory Committee. This goal includes incorporating audit and financial information into the District's Financial Model and updating the five-year Capital Improvement Project Plan to determine the need for rate changes.
5. Secure additional SPMUD representation on the SPWA Board of Directors. This goal has been placed on hold pending direction from the SPWA Advisory Committee.
6. Dispose of excess assets such as the Newcastle Sanitary District (NSD) property. This goal includes completing the legal steps necessary to offer the NSD parcel and Munoz Pump Station to other agencies and jurisdictions.
7. Obtain the GFOA Award for Financial Reporting.

GM Niederberger also reviewed the 2021 Long-Range Planning Agenda. President Dickinson asked for the General Manager's Performance Review to be added to the Long-Range Planning Agenda in December.

Director Williams asked about a deadline for Redistricting and recommended adding that to the Long-Range Planning Agenda. GM Niederberger responded that he will be bringing additional information to the Board but is not certain of the timing yet.

Director Durfee made a motion to approve the General Managers 2021 goals as amended; a second was made by Director Williams; a roll call vote was taken, and the motion carried 5-0.

## **VII. REPORTS**

### **1. District General Counsel (A. Brown):**

General Counsel Brown had no report for this meeting.

### **2. General Manager (H. Niederberger):**

#### **A. ASD, FSD & TSD Reports:**

GM Niederberger introduced the monthly staff reports and shared that he may not be able to attend the February Board meeting.

Vice President Mitchell asked about an upcoming Policy and Ordinance Committee meeting. ASM Costan shared that a meeting would be scheduled following the conclusion of the Board meeting. Vice President Mitchell also congratulated the Superintendent on 1553 days without a loss time incident.

Director Durfee thanked GM Niederberger and ASM Costan for the thorough orientation he received in December.

Director Murdock asked how the processing of the first autopay batch went after implementing the new online autopay service for customers. ASM Costan shared that the initial draft occurred on January 4<sup>th</sup> and everything went smoothly. Director Murdock also asked about Sutter discontinuing Occupation Health Services at the Roseville location. ASM Costan shared that the District received notice that the Roseville location was closing. There was no explanation given as to why they were choosing to discontinue Occupational Health Services at the Roseville facility.

Director Williams asked about a District policy regarding vaccinations for our staff. GC Brown shared that the decision to receive a vaccination is currently an individual decision under the law. The District could adopt a policy to encourage vaccinations. ASM Costan shared that she read an article stating that employers could mandate the vaccinations for employees; however, employees can still opt out for religious reasons and due to the FDA approval being an emergency approval. GM Niederberger shared that the District does have a Wellness Program that offers flu vaccinations to employees at no cost.

**B. Information Items:** No additional items.

**3. Director's Comments:**

Director Williams welcomed Director Durfee to the Board. Director Durfee thanked everyone for the warm welcome.

Vice President Mitchell spoke about connection fees and working with partner agencies to lower the cost of development. As the State exerts more power to mandate affordable housing, he has asked that the District look at deferring payments and being leaders on this issue. Director Williams shared that the current tax structure has prevented other sources of funding for infrastructure costs. President Dickinson asked if this should be heard by the Fee and Finance Committee or scheduled for a future Board meeting. GM Niederberger recommended that this issue be vetted with the Fee and Finance Committee and then brought to the Board.

Director Murdock welcomed Director Durfee and wished President Dickinson a good 2021.

President Dickinson thanked Vice President Mitchell for all his years of service on the SPWA Board.

**VIII. ADJOURNMENT**

The President adjourned the meeting at 5:51 p.m. to the next regular meeting to be held on February 4, 2021 at 4:30 p.m.



Emilie Costan, Board Secretary