

FORESTHILL PUBLIC UTILITY DISTRICT

AGENDA

Regular Business Meeting of the
FORESTHILL PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS
Foresthill Elementary School, 24750 Main Street, Foresthill, CA 95631
www.foresthillpud.com

Thursday	June 8, 2023	3:00 P.M.
----------	--------------	-----------

A. CALL TO ORDER: 3:00 PM

B. OPEN SESSION - ROLL CALL:

_____ President Jane Stahler
_____ Vice President Mark Bell
_____ Director Roger Pruett
_____ Director Ron Thompson
_____ Director Peter Kappelhof

C. PLEDGE OF ALLEGIANCE

D. PUBLIC COMMENT:

- Members of the public may provide comments to the Board on items not on the agenda. We welcome and encourage your comments as the Board takes them into consideration in our deliberations.
- Speakers are limited to a maximum of three minutes.
- The Board may not respond to, discuss, or engage in any type of dialog regarding any public comment, however the President may direct questions to staff for a later response or future consideration by the Board.
- Appropriate and respectful language and behavior is vital to the functioning of a public meeting. We ask Board, staff, and members of the public to speak courteously and respectfully. Therefore, the Board prohibits disruptive behavior.

E. CLOSED SESSION:

1. Conference with Legal Counsel – Existing Litigation Subdivision (a) of Government Code Section 54956.9. Name of Case: Miner’s Camp vs. Foresthill Public Utility District

F. OPEN SESSION - ROLL CALL (Starting at 6:00 PM):

_____ President Jane Stahler
_____ Vice President Mark Bell
_____ Director Roger Pruett
_____ Director Ron Thompson
_____ Director Peter Kappelhof

G. ANNOUNCEMENT FROM CLOSED SESSION:

H. PUBLIC COMMENT:

- Members of the public may provide comments to the Board on items not on the agenda. We welcome and encourage your comments as the Board takes them into consideration in our deliberations.
- Speakers are limited to a maximum of three minutes.
- The Board may not respond to, discuss, or engage in any type of dialog regarding any public comment, however the President may direct questions to staff for a later response or future consideration by the Board.
- Appropriate and respectful language and behavior is vital to the functioning of a public meeting. We ask Board, staff, and members of the public to speak courteously and respectfully. Therefore, the Board prohibits disruptive behavior.

I. CONSENT AGENDA: All items listed under the Consent Agenda are considered to be routine in nature and may be approved by one motion

1. Approval of May 11, 2023 Special Board Meeting Minutes

J. ACTION ITEMS:

1. Annual Organizational Meeting – Pursuant to Policy #5010.50, the Board will elect a President, Vice President and Treasurer from among its members
Recommended Action: Elect a President, Vice President, Treasurer and appoint the Board Clerk and Ex-Officio Secretary
Public comment:
2. Appointment of standing committee members – Pursuant to Policy #4060.30, the Board President shall appoint members of the Planning Committee and Finance Committee
Recommended Action: Board President to appoint committee members and chair
Public comment:

K. DISCUSSION ITEMS:

1. General Manager Report
2. Remarks/reports by Directors

L. ADJOURNMENT

In accordance with Government Code Section 54954.2(a) this notice and agenda were posted in the District's front window at the Foresthill Public Utility District office, 24540 Main Street, Foresthill, CA 95631 on or before 4:30 PM., June 2, 2023.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the General Manager at (530)367-2511. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

Henry N. White, Board Clerk & Ex-Officio Secretary

FORESTHILL PUBLIC UTILITY DISTRICT

MINUTES

Special Business Meeting of the
FORESTHILL PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS
Foresthill Elementary School, 24750 Main Street, Foresthill, CA 95631

Pursuant to Government Code section 54953(b), Vice President Mark Bell will be participating in the meeting remotely. The teleconference location is 49612 US 101, Bandon, OR 97411. Vice President Bell will participate in the meeting via telephone or Zoom Meeting (depending on internet availability).

www.foresthillpud.com

Thursday	May 11, 2023	3:00 P.M.
----------	--------------	-----------

A. CALL TO ORDER: 3:00 PM *President Stahler cancelled the closed session meeting.*

B. OPEN SESSION - ROLL CALL:

- _____ President Jane Stahler
- _____ Vice President Mark Bell
- _____ Director Roger Pruett
- _____ Director Ron Thompson
- _____ Vacant

*No roll call was taken
The closed session was cancelled*

C. PLEDGE OF ALLEGIANCE *The pledge was not recited*

D. PUBLIC COMMENT:

- Members of the public may provide comments to the Board on items not on the agenda. We welcome and encourage your comments as the Board takes them into consideration in our deliberations.
- Speakers are limited to a maximum of three minutes.
- The Board may not respond to, discuss, or engage in any type of dialog regarding any public comment, however the President may direct questions to staff for a later response or future consideration by the Board.
- Appropriate and respectful language and behavior is vital to the functioning of a public meeting. We ask Board, staff, and members of the public to speak courteously and respectfully. Therefore, the Board prohibits disruptive behavior.

The closed session was cancelled so there was no public comment period.

E. CLOSED SESSION: *Cancelled*

1. Conference with Legal Counsel – Existing Litigation Subdivision (a) of Government Code Section 54956.9. Name of Case: Miner’s Camp vs. Foresthill Public Utility District

F. OPEN SESSION - ROLL CALL (Starting at 6:00 PM): *President Stahler called the meeting to order at 6:01 PM.*

_____	President Jane Stahler	<i>Present</i>
_____	Vice President Mark Bell	<i>Present via teleconference</i>
_____	Director Roger Pruett	<i>Present</i>
_____	Director Ron Thompson	<i>Present</i>
_____	Vacant	

Vice President Bell announced that Mary Bell was in the room while he participated in the meeting via teleconference.

G. ANNOUNCEMENT FROM CLOSED SESSION: *The closed session was cancelled. There was no announcement from closed session.*

H. PUBLIC COMMENT:

- Members of the public may provide comments to the Board on items not on the agenda. We welcome and encourage your comments as the Board takes them into consideration in our deliberations.
- Speakers are limited to a maximum of three minutes.
- The Board may not respond to, discuss, or engage in any type of dialog regarding any public comment, however the President may direct questions to staff for a later response or future consideration by the Board.
- Appropriate and respectful language and behavior is vital to the functioning of a public meeting. We ask Board, staff, and members of the public to speak courteously and respectfully. Therefore, the Board prohibits disruptive behavior.

The Board received public comments and those comments will be taken into consideration.

I. CONSENT AGENDA: All items listed under the Consent Agenda are considered to be routine in nature and may be approved by one motion

1. Approval of April 20, 2023 Special Board Meeting Minutes

Board Action: *Director Pruett made a motion to approve the consent agenda. The motion was seconded by Director Thompson and after a roll call vote, the motion carried unanimously (4-0).*

J. ACTION ITEMS:

1. Presentation of the Annual Financial Report with the Independent Auditor's Report for fiscal year ending June 30, 2022

Recommended Action: Receive and file the Annual Financial Report for fiscal year ending June 30, 2022

Public comment:

Board Action: *Scott German, CPA with Fechter & Company presented the Annual Financial Report and Independent Auditor's Report to the Board of Directors. Director Thompson made a motion to receive and file the Annual Financial Report for fiscal year ending June 30, 2022. The motion was seconded by President Stahler and after a roll call vote, carried unanimously (4-0).*

2. Consider revision to Policy #5010 to set the 2023 meeting schedule for the Board of Directors
Recommended Action: Revise Policy #5010 and set 2023 Board of Directors' meeting schedule
Public comment:

Board Action: Director Pruett made a motion to revise Policy #5010 and set the 2023 regular Board meeting schedule for the second Thursday of the month at the Foresthill Elementary School with a closed session at 3:00 PM and an open session at 6:00 PM. The motion was seconded by President Stahler and after a roll call vote, carried unanimously (4-0).

3. Consider Resolution 2023-03 a resolution appointing a director to fill vacant board seat
Recommended Action: Review applicants for vacant Board seat, adopt Resolution 2023-03, and administer the oath of office
Public comment:

Board Action: The Board of Directors interviewed Dianne Foster, Ken Hodkin, Peter Kappelhof and Richard Merz to evaluate the candidates for filling the vacant Board seat. Each board member received a ballot listing the candidates. President Stahler asked the directors to mark their candidate of choice. The ballots were counted and each of the four present candidates received one (1) vote each. President Stahler announced that since there was one vote for each of the candidates present that a second vote would need to take place. Each director received a second ballot and was instructed to rank their choices (1 for their first choice, 2 for their second choice, etc.). After each director ranked their candidate choices the ballots were counted and President Stahler announced that Peter Kappelhof received top ranking by the Board of Directors. President Stahler made a motion to adopt Resolution 2023-03 appointing Peter Kappelhof to the vacant Board seat. The motion was seconded by Director Thompson and after a roll call vote, the motion was approved unanimously (4-0).

General Manager Henry N. White administered the oath of office and Director Kappelhof took his seat at the dais.

K. DISCUSSION ITEMS:

1. General Manager Report *Received*
2. Remarks/reports by Directors *Received*

L. ADJOURNMENT: *President Stahler adjourned the meeting at 8:10 PM.*

Submitted by:

Attest:

Jane Stahler, Board President

Henry N. White, Clerk and Ex-Officio Secretary

FORESTHILL PUBLIC UTILITY DISTRICT POLICY HANDBOOK

POLICY TITLE: Board Meetings
POLICY NUMBER: 5010

5010.10 Regular meetings of the Board of Directors shall be held on the second Thursday of each month with a closed session at 3:00 PM and an open session at 6:00 PM. Regular meetings shall be held at the Foresthill Elementary School, 24750 Main Street, Foresthill, CA 95631. An agenda advising the public of the regular meeting and matters to be transacted or discussed must be posted in a location freely accessible to members of the public at least 72 hours before the meeting. The agenda must provide a brief general description of each item of business to be transacted or discussed at the meeting. The Board President may cancel a Regular meeting as necessary.

5010.20 Special meetings are meetings called by the President to discuss discrete items listed on the meeting notice. A notice advising the public of the special meeting, the time and location of the meeting and all business to be transacted or discussed must be delivered to the Board of Directors and posted in a location freely accessible to members of the public at least 24 hours before the meeting. The agenda must provide a brief general description of each item of business to be transacted or discussed at the meeting.

5010.30 Emergency meetings are a limited class of meetings. Emergency meetings are held when prompt action is needed due to actual or threatened disruption of public facilities and are held on little notice.

5010.40 Adjourned Meetings are regular or special meetings that have been adjourned or re-adjourned to a time specified in the order of adjournment. A copy of the order of adjournment must be posted within 24 hours after the adjournment. If a meeting is adjourned for less than five calendar days, no new agenda need be posted so long as a new item of business is not introduced.

5010.50 Annual Organizational Meeting. The Board of Directors shall hold an annual organizational meeting at its regular meeting in January. The Board will elect a President, Vice President and Treasurer from among its members. Selection of officers will be based on experience or seniority on the Board, and will appoint the General Manager or other designee as the Board's Clerk and Ex-Officio Secretary.

5010.60 The President of the Board may adjust the order in which an item appearing on the posted agenda shall be considered for discussion and/or action by the Board.

5010.70 Responding to the public. The public can comment about anything within the jurisdiction of the Board of Directors during any type of meeting. The Board cannot act on or discuss an item not on the meeting agenda.

FORESTHILL PUBLIC UTILITY DISTRICT POLICY HANDBOOK

POLICY TITLE: Committees of the Board of Directors

POLICY NUMBER: 4060

4060.10 The Board President shall appoint such ad hoc committees as may be deemed necessary or advisable by himself/herself and/or the Board. The duties of the ad hoc committees shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made.

4060.20 The following shall be standing committees of the Board:

4060.21 Planning Committee;

4060.22 Finance Committee;

4060.30 The Board President shall appoint and publicly announce the members of the standing committees for the ensuing year no later than the Board's regular meeting in January.

4060.40 The Board's standing committees may be assigned to review District functions, activities, and/or operations pertaining to their designated concerns, as specified below. Said assignment may be made by the Board President, a majority vote of the Board, or on their own initiative. Any recommendations resulting from said review should be submitted to the Board via a written or oral report.

4060.41 All meetings of standing committees shall conform to all open meeting laws (e.g., Brown Act) that pertain to regular meetings of the Board of Directors.

4060.50 The Board's standing Planning Committee shall be concerned with the formulation of plans for arranging, realizing, and/or achieving District goals.

4060.60 The Board's standing Finance Committee shall be concerned with the financial management of the District, including the preparation of an annual budget and major expenditures.