



**OVERTON POWER DISTRICT NO. 5  
BOARD MEETING**

*April 16, 2025*

*3:00 P.M.*

*Overton, Nevada*

**PRESENT:**

Seat 2 – Logandale,	Mr. Jack Nelson, Chairman	Mrs. MeLisa Garcia, CEO / General Manager
Seat 1 – Overton,	Mr. Richard Jones, Vice-Chair	Mr. Scott Fullman, Administrative Services Manager
Seat 3 – Moapa,	Mr. Chad Leavitt, Trustee	Mr. Randall Ozaki, Engineering Services Manager
Seat 4 – Bunkerville,	Mr. Robert Bunker, Trustee	Mr. Kyle Leavitt, Line Operations Manager
Seat 6 – Mesquite,	Mr. Dale Rust, Trustee	Mr. Keven Hansen, Substation Operations Manager
Seat 7 – At-Large,	Mr. Randy Laub, Trustee	Mrs. Becky LaGrow, Executive Assistant
Attorney	Mr. Byron Mills	Mr. Jonathan Denninghoff, Financial Services Manager
		Mr. Steven Brown, IT Administrator

**ABSENT:** Mr. Mike Young, Sec / Treas, Seat 5 – Mesquite

*Note: The minutes of this meeting have been tape-recorded and will remain on file in the OPD5's main office for a period of one year for public examination.*

**A. CALL TO ORDER**

At 3:16 p.m. Jack Nelson called the meeting of the Overton Power District No. 5 Board of Trustees to order. The agenda items were addressed in the following order:

**B. INVOCATION**

Pastor Jason Ham of Calvary Community Church gave the invocation

**C. PLEDGE OF ALLEGIANCE**

Jack Nelson led the attendees in the pledge of allegiance

**D. PUBLIC COMMENTS**

There were no public comments.

## **E. ACCEPTANCE OF THE AGENDA**

A motion was made by Dale Rust and seconded by Randy Laub to accept the OPD5 agenda as posted. The Board voted six (6) ayes and zero (0) nays in approval.

## **F. APPROVAL OF THE MINUTES**

A motion was made by Richard Jones and seconded by Bob Bunker to approve the minutes of the March 19, 2025 Board Meeting. The Board voted six (6) ayes and zero (0) nays in approval.

## **G. CHAIR'S REPORT**

Jack Nelson read a note from a Moapa resident thanking the lineman for keeping the brush cleared from the power lines.

## **H. ATTORNEY'S REPORT**

Byron Mills had no report at this time.

## **I. MANAGER'S REPORTS**

### ***Line Operations***

Kyle Leavitt reported on the following items:

- 💡 **Safety**
  - 💡 *March Meeting* – The topic was Enclosed Confined Spaces and Vault Rescue. Fifty-four (54) employees attended the meeting
  - 💡 *April Meeting* – The topic was Pole Top and Bucket Rescue. Fifty-two (52) employees attended the meeting
- 💡 **NREA Best Practices**
  - 💡 This years event had ninety-two attendees
  - 💡 Kyle Leavitt gave a presentation on the OPD5 safety culture
  - 💡 Topics included mental health, team building, tools of the trade and great motivational speakers
- 💡 **Outages**
  - 💡 *February 2025*
    - 💡 There were eight (8) planned outages for maintenance. There was one (1) unplanned outages for the month.
  - 💡 *March 2025*
    - 💡 There were four (4) planned outages for maintenance. There were three (3) unplanned outages for the month.
  - 💡 *Statistics*
    - 💡 *February* - The unplanned outages affected two (2) customers for approximately eight (8) customer hours.
    - 💡 *March* - The unplanned outages affected twenty-six (26) customers for approximately fifty (50) customer hours.

### 💡 *Service Installations –*

- 💡 February – Thirty-one (31) residential and one (1) commercial service installations.
- 💡 March – Twenty-eight (28) residential and two (2) commercial service installations.
- 💡 2025 – A total of ninety-eight (98) commercial and residential service installations combined.

### 💡 *Bucket Truck*

- 💡 Altec Model TA60 with a freightliner 4 x 4 chassis
- 💡 It was ordered in 2022 and took three years to receive.
- 💡 Cost was \$347,000 up from exact same purchase in 2009 for \$196,000

### 💡 *Jobs*

#### 💡 *Mesquite Team*

- 💡 Work continues on upgrading the trunkline near First South and Thistle

#### 💡 *Overton Team*

- 💡 The wreck out and retiring of the 69 kV line in the east side of the mesa to Gila Substation. The area has been cleaned and prepped for the contractors to begin the 138 kV line from Tortoise to Gille substations

## ***Engineering Services***

*Randall Ozaki* reported on the following items:

- 💡 *Tortoise – Gila 138kV Line* – The contract has begun work on the foundations. They have also been putting the poles together at the staging sites.
- 💡 *Long Drive Switchyard & Raptor Substation* – The contractor is working at both sites simultaneously. The cable trays are completed, they are working on the underground conduit to the breaker pads, and the ground grid.
- 💡 *Large Loads* – Staff submitted the first draft of the large load study application and are awaiting a response from NV Energy, which could take up to one year.
- 💡 *New Hire* – Beady Long will be retiring from the Mesquite Engineering team later this year. Interviews have been conducted; an offer has been made and accepted. He will start at the beginning of May

## ***SCADA & Substation Operations***

*Keven Hansen* reported on the following items:

### 💡 *Pulsipher Substation*

- 💡 Painting continues on the buildings, transformers, and structures
- 💡 Maintenance and testing were completed while the transformer was de-energized
- 💡 This bay will be back in service and ready for summer by the end of the week

### 💡 *Whipple Substation*

- 💡 This substation also received a fresh coat of paint on the building and equipment
- 💡 During testing a high voltage bushing failed and is being replaced
- 💡 One recloser was replaced; and a voltage regulator was repaired.
- 💡 This substation will be ready for summer by the end of next week

### 💡 *Mesquite / Arrowhead Substation*

- 💡 The engineering firm Qualus is designing the substation
- 💡 We have preliminary one-line and basic protection drawings
- 💡 The 30% drawing should be ready for review in a couple of weeks

💡 *Electrical Consultants Inc. (ECI)*

- 💡 ECI has been working on the relay settings for Long Drive Switchyard and Raptor Substation
- 💡 They are also updating the relay protection and coordination model for our system called the Aspen model.

💡 *SEL Training*

- 💡 OPD5 hosted the two-day event with twenty-two (22) attendees
- 💡 The training was centered around topics submitted by us

### **Administrative Services**

Scott Fullman reported on the following items:

- 💡 *Cyber Security Training* – 100% participation by employees in March. The topics included insider threats, software updates and social engineering
- 💡 *Information Technology* – In March, no employees clicked on internal spam email
- 💡 *Servers* – All servers were up and running 100% of the time in March. All servers were successfully backed up and stored offsite in March.
- 💡 *Electricity Information Sharing and Analysis Center (E-ISAC)* – offers quality analysis and security information sharing in real time. This month, the top three security threat patterns were phishing and social engineering attacks, brute force and credential attacks, and physical and insider threats to infrastructure. Eighty-six (86) e-mails were reviewed this month by IT and the General Manager.
- 💡 *Information Technology Department* – The ongoing projects of the IT team

### **Financial Services**

Jonathan Denninghoff gave the financial report for March 2025, a copy of which is on file.

### **General Manager**

MeLisa Garcia reported on the following items:

💡 *Local Utilities Meeting*

- 💡 Met with the Moapa Valley utilities representatives to discuss AB456.
- 💡 AB456's major stipulation has rules to prevent utilities from disconnecting service for minimal amounts
- 💡 The bill did not receive a hearing but could be resurrected. It is likely the governor will veto it if it does.

💡 *Station Power Bill (AB529)*

- 💡 Originally submitted by Valley Electric Association and is backed by NREA
- 💡 Protects our boundaries and service territories
- 💡 On notice to head to Carson city to help pass this measure
- 💡 Currently, negotiating with two developers residing in our territory and receiving their station power from NV Energy

💡 *CEO Orientation*

- 💡 The orientation was held in Arlington Virginia
- 💡 New generation is nowhere near new demand

- 💡 President Trump has signed executive orders boosting coal production and stopping the retirement of coal fired power plants
- 💡 *Revenue Requirement Study*
  - 💡 CFC has completed a follow-up review based on the final 2024 financials
  - 💡 An update will be given to the Board in May and/or June
  - 💡 Jonathan has been in contact with NV Energy about our billing in relation to our NITS status. We will receive corrected bills for January and February
- 💡 *Interviews*
  - 💡 Melisa participated in the second round of interviews for the Mesquite Engineering Department
  - 💡 An update will be given next month
  - 💡 Beady will be missed.
- 💡 *Luncheon*
  - 💡 A nice luncheon was held to send Mendis off to retirement
  - 💡 It was nice to see all the organizations and friends that came to wish him well and appreciated his work
- 💡 *NREA Board Meeting*
  - 💡 The meeting was held virtually
  - 💡 The topics included the current legislation and monitoring the bills that are being watched and supported
  - 💡 Melisa and Vernon will attend the NRECA Legislative Conference in Washington DC at the end of April
- 💡 *President Trumps Executive Order (EO)*
  - 💡 Earlier this month he signed an EO titled "Achieving Efficiency through State and Local Preparedness."
  - 💡 It directs the federal government to review all national preparedness and response policies
  - 💡 Once implemented, state and local governments will assume responsibility for preparing and responding to disasters
  - 💡 OPD5 has an Emergency Response Plan and a Disaster Recovery Plan and will continue to fine tune and link the cyber security plan and our critical infrastructure plan with the previous plans

## **J. REVIEW PRESENTATION FROM MORETON ASSET MANAGEMENT**

Moreton Asset Management is a registered investment advisor (RIA) with the Securities and Exchange Commission (SEC). Moreton Asset Management, LLC, offers customized money market and fixed-income portfolio management for institutional clients. Expertise includes investment and risk management capabilities with exceptional client service, in-depth consultation and extensive interaction between clients and the investment team.

Mr. Dan Rusk gave an analysis on the current volatile market conditions and provided an update on OPD5's current investments. This item was for discussion only; no action was taken.

**K. REVIEW AND POSSIBLE APPROVAL OF REVISIONS TO THE OPD5 ORGANIZATIONAL CHART**

This presentation discussed current needs with the Board. This discussion included the removal of the Interim General Manager position, moving the Executive Assistant to a new reporting position and finalizing Jonathan's promotion from Finance Department Supervisor to Financial Services Manager. After discussion by the Board, a motion was made by Chad Leavitt and seconded by Dale Rust to approve revisions to the Organizational Chart with Associated Adjustments as presented. The Board voted six (6) ayes and zero (0) nays in approval.

**L. REVIEW AND POSSIBLE APPROVAL OF OPD5 GENERAL MANAGER/CEO POLICY OPD-A-02.302**

This policy highlights the role and basic responsibilities of the general manager (GM). Staff made minor changes to content and grammar to the policy including the definition of responsibilities. This policy allows the GM to name non-director officers for legal protection. After discussion by the Board, a motion was made by Chad Leavitt and seconded by Dale Rust to approve revisions to the GM/CEO Policy OPD-A-02.302 as presented. The Board voted six (6) ayes and zero (0) nays in approval.

**M. REVIEW AND POSSIBLE APPROVAL OF OPD-P-11.201 EMPLOYEE DRIVERS REGULATION**

This policy was last approved in 2010 facilitating the need for extensive changes. The changes focus on safe practices and current state and federal regulations. Grammatical changes as well as minor changes to make this policy consistent with other OPD5 policies. Going forward, this policy will be reviewed at a minimum of every three (3) years. After discussion by the Board, a motion was made by Bob Bunker and seconded by Chad Leavitt to approve the changes to the OPD-P-11.201 Employee Drivers Regulation as presented. The Board voted six (6) ayes and zero (0) nays in approval.

**N. CHARTING THE COURSE: MELISA'S VISION FOR THE FIRST 90-DAYS**

The incoming GM/CEO, MeLisa Garcia, shared some thoughts and her vision for the first 90 days of her tenure. The culture of OPD5 will begin with safety first, before cost, efficiency, and outage restoration. All decisions will be data driven and focus on collaboration, accountability and acts of service to the communities we serve. This item was for discussion only; no action was taken.

**O. PUBLIC COMMENTS**

There were no public comments.

**P. TRUSTEE COMMENTS**

*Dale Rust* comment on what a nice gathering staff gave for Mendis

*Jack Nelson* noted how many other utilities and organizations attended the party for Mendis

**Q. APPROVAL OF THE NEXT BOARD MEETING**

A motion was made by Chad Leavitt and seconded by Dale Rust to approve Wednesday, May 21, 2025, as the next Board Meeting date. The meeting will be held in the Overton Board Room at 3:00 p.m. The Board voted six (6) ayes and zero (0) nays in approval.

**R. EXECUTIVE – CLOSED DOOR SESSION**

There was no executive session

**S. ADJOURNMENT**

The Board voted unanimously to adjourn at 5:15 P.M.

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Chair

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Vice Chair

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Secretary / Treasurer

DRAFT