



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

January 22, 2025

3:00 P.M.

Overton, Nevada

PRESENT:

Seat 2 – Logandale,	Mr. Jack Nelson, Vice Chair	Mr. Mendis Cooper, General Manager
Seat 5 – Mesquite,	Mr. Mike Young, Sec / Treas	Mrs. MeLisa Garcia, Interim General Manager
Seat 1 – Overton,	Mr. Richard Jones, Trustee	Mr. Scott Fullman, Administrative Services Manager
Seat 3 – Moapa,	Mr. Chad Leavitt, Trustee	Mr. Kyle Leavitt, Line Operations Manager
Seat 4 – Bunkerville,	Mr. Robert Bunker, Trustee	Mr. Randall Ozaki, Engineering Services Manager
Seat 6 – Mesquite,	Mr. Dale Rust, Trustee (Phone)	Mr. Keven Hansen, Substation Operations Manager
Seat 7 – At-Large,	Mr. Randy Laub	Mrs. Becky LaGrow, Executive Assistant
Attorney	Mr. Byron Mills	Mr. Jonathan Denninghoff, Accounting Supervisor

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 3:00 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. OATH OF OFFICE

The Oath of Office was administered, and the new Board was sworn in.

C. BIENNIAL SELECTION OF BOARD OFFICERS FOR THE NEXT TWO (2) YEAR TERM

Jack Nelson opened the nomination of officers for the next two years. A motion was made by Chad Leavitt and seconded by Jack Nelson to elect the following trustees to serve as officers for 2025 - 2026:

- Chair – Jack Nelson
- Vice Chair – Richard Jones
- Secretary / Treasurer – Mike Young

The Board voted seven (7) ayes and zero (0) nays in approval.

D. PUBLIC COMMENTS

All Public Comments are recorded and are available at the OPD5 website (www.opd5.com) for a period of one year.

E. ACCEPTANCE OF THE AGENDA

A motion was made by Mike Young and seconded by Bob Bunker to accept the OPD5 agenda as posted. The Board voted seven (7) ayes and zero (0) nays in approval.

F. APPROVAL OF THE MINUTES

A motion was made by Richard Jones and seconded by Dale Rust to approve the minutes of the December 10, 2024 Board Meeting. The Board voted seven (7) ayes and zero (0) nays in approval.

G. CHAIR'S REPORT

Jack Nelson had no report at this time.






H. ATTORNEY'S REPORT

Byron Mills had no report at this time.

I. MANAGER'S REPORTS

Administrative Services

Scott Fullman reported on the following items:

-  *Cyber Security Training* – 100% participation by employees in December. The topics included the importance of post-incident analysis, need for continuous vigilance, and the emotional impact of cybersecurity.
-  *Information Technology* – In December, no employees clicked on internal spam email.
-  *Servers* – All servers were up and running 100% of the time in December. All servers were successfully backed up and stored offsite in December.
-  *Electricity Information Sharing and Analysis Center (E-ISAC)* – offers quality analysis and security information sharing in real time. This helps to mitigate complex and constantly evolving threats to the grid. Eighty-seven (87) e-mails were reviewed this month by IT and the General Manager.
-  *Customer Service Department* – The number of bill pay, e-bill, phone calls, and walk-in customers for the for the year end were reported.

Engineering Services

Randall Ozaki reported on the following items:

- 💡 *Hunt Electric* – In February, Hunt will begin the foundations for the Tortoise – Gila Substations 138 kV transmission line, the Long Drive Switchyard, the Raptor Substation 138 kV transmission line
- 💡 *Tortoise Substation 3-pole Replacement (RG#1)* – The foundations for the steel poles have cured. In the next couple of weeks they will begin standing the new poles and tying them into the ring bus
- 💡 *Raptor Substation* – The transformer delivery truck could not make the turn into the substation; the contractor built a turn lane, and it is almost ready for asphalt

Line Operations






Kyle Leavitt reported on the following items:

- 💡 *Service Installations* –
 - 💡 December – Thirty-four (34) residential and zero (0) commercial service installations.
 - 💡 2024 Year-end Totals – Five hundred twenty (520) residential and thirty-one (31) commercial service installations, the majority of which were in Mesquite.
- 💡 *Outages*
 - 💡 *December 2024*
 - 💡 There were five (5) planned outages for maintenance. There were four (4) unplanned outages for the month.
 - 💡 *Statistics*
 - 💡 *December* - The unplanned outages affected two hundred forty-nine (249) customers for approximately three hundred five (305) customer hours.
 - 💡 *2024* – The number of planned outages twice outnumbered the planned outages showing mitigation and system audits are helping to reduce unplanned outages
 - 💡 *Key Measurables & Insights*
 - 💡 A total of thirty-five jobs were worked by the team October thru December
 - 💡 *Poles* – Retired thirteen (13) and changed four (4) poles
 - 💡 *Inspections* – two hundred two (202)
 - 💡 *Audits* – Nine hundred sixty-nine (969)
 - 💡 *Locates* – Six hundred forty -eight (648)
 - 💡 *2024*
 - 💡 *Fleet Requests* – one hundred seventy-six (176)
 - 💡 *Tailboard (pre-job meetings)* – seven hundred eighty-five (785)
 - 💡 *Material Requests* - five hundred three (503)
- 💡 *Safety*
 - 💡 *December Meeting* – The topic was lockout/tagout and radio frequency. Fifty-two (52) employees attended the meeting
 - 💡 *No Loss Time Accident* – Prior to January 7th, OPD5 was at seven (7) years, two (2) months and twenty-four (24) days

SCADA & Substation Operations

Keven Hansen reported on the following items:

Control Buildings









-  **Bunkerville Substation** – The team has been working to move the communication and security equipment indoors
-  **Whipple Substation** – the team and John Garcia have been painting the buildings and the towers
-  **Mesquite Substation & Painted Hills Substations** – Upgrades for these substations are in the initial exploration and engineering phases. This project is expected to take a minimum of two years
-  **Purchase Power** – Tenaska and NV Energy (NVE) to facilitate meter readings and data sharing for two large customers in our service territory that will be used to formulate a rate structure, facilitate billings, and load forecasting.
-  **Aclara** – This week Aclara kicked off the Esge gateway pilot project. This new communication hardware platform uses the metering network OPD5 already has installed and will connect non-communicating devices to our SCADA system.

Financial Services

Jonathan Denninghoff gave the financial report for December 2024, a copy of which is on file.

Interim General Manager

MeLisa Garcia reported on the following items:

-  **Fitch Rating** – OPD5 received a rating of A Outlook Stable. Fitch ratings are not required by our lending institutions but are a bonus in purchase power agreement negotiations.
-  **NITS Application** – With help from Tenaska, the first portion of the transition to becoming a NITS customer with NVE has been completed. We are working with NVE on the second phase of planning and required study.
-  **Rate Increase** – The increase was effective on January 1st. A couple of billing cycles have been mailed and MeLisa met with two of our large load customers.
-  **New Loads** – Continued discussions with Tenaska, developers, and future businesses for new loads and all they imply. Staff are working on a process and procedure for studies, applications, and evaluations of loads of this size.
-  **Moapa Land Purchase** – The purchase of the land adjacent to the Glendale Substation is completed.
-  **NRECA Regulatory Standing Committee** – MeLisa represented Region 9 on this committee. The committee reviewed and provided recommendation on 48 regulations that will be presented for vote by the membership at the Annual meeting in Atlanta in March.
-  **NRECA CEO Close Up** – This event was held in conjunction with The regulatory standing committee. There were speakers on several topics including AI, serving data centers, political landscape and many more.
-  **President Trump** – Has signed a National Energy Emergency and Unleashing American Energy executive orders. Much of the language in the orders was shared by NRECA to the President's transition team.

- 💡 *Strategic Planning* – NRUCFC will facilitate our strategic planning session. They have availability on August 5-6. The meeting will be all day Tuesday and ½ day on Wednesday. Location to be determined.

General Manager

Mendis Cooper reported on the following items:

- 💡 *Moapa Project* – Randall, MeLisa and Mendis met with various Clark County agencies regarding potential large-scale development in Moapa
- 💡 *Large Loads* – Mendis is working on an application process and model for evaluating new large loads to help streamline the process
- 💡 *NV Division of Emergency Management and Homeland Security* – These entities require OPD5 to annually submit a Vulnerability Assessment and an Emergency Response Plan. Mendis reviewed and updated the plans and Aaron Walker submitted December 31st, so we are in compliance with these organizations.
- 💡 *Emergency Action Plan (EAP)* – Mendis created an EAP that covers various emergencies and also includes associated evacuation plans. The EAP was reviewed with the employees at the last safety meeting
- 💡 *NREA - Executive Director (ED)* – Ten applications have been received for the ED position. Mendis has prepared a hiring process and timeline and reviewed and scored the applicants. Starting next week he will set up interviews with the top 5-6 applicants. The goal is to have the top three candidate4s ready to interview with the Board in Carson City at Public Power Day.
- 💡 *CREDA* – Protection of hydropower is top of mind with the organization. CREDA is waiting to see who the presidential appointees are for Bureau of Reclamation (BOR) and Western Area Power Administration (WAPA). CREDA is preparing to fight against the Trump administrations talk of privatizing the Power Marketing Administrations (PMAs).
- 💡 *NRECA* – NRECA CEO Jim Matheson sent a superbly detailed letter to President Trump, and he has responded with some reassuring energy policy orders.

J. REVIEW AND POSSIBLE APPROVAL TO APPOINT 2025 VOTING DELEGATES, ALTERNATE VOTING DELEGATES, AND APPOINTEES

Every January, the Board of Trustees appoints the voting delegate, alternate voting delegate and appointees to several organizations OPD5 is a member of. After discussion by the Board, a motion was made by Bob Bunker and seconded by Chad Leavitt to approve the 2025 voting delegates, alternates, and appointees as determined during the discussion period as follows:

Approve *Mike Young*, to serve as the 2025 OPD5 voting delegate for **NRECA** and *Dale Rust*, to serve as the alternate voting delegate.

Approve *Mike Young*, to serve as the 2025 OPD5 voting delegate for **CFC** and *Randy Laub*, to serve as the alternate voting delegate.

Approve *Richard Jones*, to serve as the 2025 OPD5 voting delegate for **Federated Insurance** and *MeLisa Garcia*, to serve as the alternate voting delegate.

Approve *Jack Nelson*, to serve as the 2025 OPD5 voting delegate for **NREA** and *Dale Rust*, to serve as the alternate voting delegate.

Approve *Jack Nelson*, to serve as the appointee to the SSEA Board of Directors and *Chad Leavitt*, to serve as the alternate.

Approve *Mike Young*, to serve as the 2025 OPD5 voting delegate for PUR and *Chad Leavitt*, to serve as the alternate voting delegate.

The Board voted seven (7) ayes and zero (0) nays in approval.

K. REVIEW AND POSSIBLE APPROVAL OF OPD5 BOARD OF TRUSTEES POLICY OPD-A-01.303

The Board of Trustees policy was updated and a section added for technology reimbursement. Technology is an important part of any business operation; it can enhance the amount of work accomplished, the capabilities of the business, and the efficiency of how the work is done. This also applies to the work which Trustees must accomplish, by reviewing electronic documents prepared by staff and others, participating in virtual meetings, and communicating by electronic means.

Staff recommended a maximum reimbursement of \$50 per month for each Trustee which may be used to purchase a notebook computer with accessories or for internet service or a combination of both, but not to exceed \$50 per month. This will lead to a maximum fiscal impact of \$4200 per year or \$600 per Trustee per year.

After discussion by the Board, a motion was made by Mike Young and seconded by Dale Rust to approve OPD5 Board of Trustees Policy OPD-A-01.303 with suggested edits as presented. The Board voted six (6) ayes and one (1) nay by Chad Leavitt. The motion passed.

L. REVIEW AND POSSIBLE APPROVAL OF OPD-P-19.206 TEMPORARY EMPLOYMENT OPPORTUNITIES POLICY

The policy establishes guidelines for interns and temporary workers and sets the number of interns and temporary workers that may be hired each year. Staff received approval to hire four interns and four temporary workers in 2024. Staff requests that a combination of *eight* interns and temporary workers be hired in 2025. This will allow staff the flexibility to hire additional interns or temporary workers if staff do not receive enough applications for one position or the other.

The Nevada minimum wage increased to \$12/hr. effective July 1, 2024. In accordance with the OPD5 policy Staff will offer interns \$16/hr. and temporary workers \$14/hr. The associated cost of hiring eight workers has been included in the 2025 budget.

After discussion by the Board, a motion was made by Chad Leavitt and seconded by Randy Laub to approve the hiring of eight interns and temporary workers in 2025, in accordance with the Temporary Worker Policy OPD-P-19.206 as presented. The Board voted seven (7) ayes and zero (0) nays in approval.

M. PUBLIC COMMENTS

There were no public comments.

N. TRUSTEE COMMENTS

Randy Laub would like to have Manager reports emailed to him

O. APPROVAL OF THE NEXT BOARD MEETING

A motion was made by Mike Young and seconded by Bob Bunker to approve Wednesday, February 21, 2025, as the next Board Meeting date. The meeting will be held in the Mesquite Board Room at 3:00 p.m. The Board voted seven (7) ayes and zero (0) nays in approval.

P. EXECUTIVE – CLOSED DOOR SESSION

A motion was made to enter Executive Session
A motion was made to exit Executive Session

Q. ADJOURNMENT

The Board voted unanimously to adjourn at 5:56 P.M.

Chair

Vice Chair

Secretary / Treasurer

DRAFT