



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

May 15, 2024

3:00 P.M.

Overton, Nevada

PRESENT:

Mrs. Judy Metz, Chair

Mr. Jack Nelson, Vice Chair

Mr. Mike Young, Secretary / Treasurer

Mr. Chad Leavitt, Trustee

Mr. Richard Jones, Trustee

Mr. Dale Rust, Trustee

Mr. Byron Mills, Attorney

Mr. Mendis Cooper, General Manager

Mr. Scott Fullman, Administrative Services Manager

Mrs. MeLisa Garcia, Financial Services Manager

Mr. Corey Dalley, Line Operations Manager

Mr. Keven Hansen, Substation Operations Manager

Mrs. Becky LaGrow, Executive Assistant

Mr. Boyd Evans, Engineering Supervisor - VV

ABSENT:

Mr. Robert Bunker, Trustee

Mr. Randall Ozaki, Engineering Services Manager

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 3:02 p.m. Mrs. Judy Metz 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. PUBLIC COMMENTS

There were no public comments.

C. ACCEPTANCE OF THE AGENDA

A motion was made by Mike Young and seconded by Chad Leavitt to accept the OPD5 agenda as posted. The Board voted six (6) ayes and (0) nays in approval.

D. APPROVAL OF THE MINUTES

A motion was made by Jack Nelson and seconded by Dale Rust to approve the minutes of the April 17, 2024 Board Meeting with one correction. The Board voted six (6) ayes and (0) nays in approval.

E. CHAIR'S REPORT

Judy Metz reported it was a great joy to present the Virgin Valley High School scholarship recipients with their certificates.

Richard Jones reported he presented the certificates to the Moapa Valley High School recipients. The chair also presented Mike Young with his second Director's Gold certificate from NRECA.

F. ATTORNEY'S REPORT

Byron Mills had no report at this time.

G. MANAGER'S REPORTS

Administrative Services

Scott Fullman reported on the following items:

- 💡 *Cyber Security Training* – 96% participation by employees in April.
- 💡 *Information Technology* – This month one employee clicked an internal spam email. Shown was a phishing email from presumably our account and billing software company and an email from the actual company notifying their customers of the phishing email fraud.
- 💡 *Servers* – All servers were up and running 100% of the time in April. All servers were successfully backed up and stored offsite in April.
- 💡 *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. Eight-five (85) e-mails were reviewed this month by IT and the General Manager.
- 💡 *Cyber Hygiene Report Card* – The IT department is working with the Cyber-Infrastructure Department of Homeland Security on OPD5 cyber security systems.

Engineering Services

Boyd Evans reported on the following items:

- 💡 *Tortoise – Gila 138 kV Line* – We are still waiting on the long lead items. The foundation drawings should arrive soon for review.
- 💡 *Raptor Substation* – Bid requests have been sent out for the encroachments, these include fire hydrant, sidewalk, and driveway approaches. Bid requests have also been released for foundations for the transformer pads at Raptor and Tortoise Substations. The pads should be completed in June. ECI is currently working on the other foundation drawings for Raptor Substation.
- 💡 *Long Drive to Raptor 138 kV Line* – The poles are scheduled to arrive over the summer. The project is expected to start at the end of this year or early 2025.

- 💡 *Long Drive Switchyard* –The north wall is halfway completed. Over the next two weeks, the contractor will back fill the retention walls. After that is completed the contractor will begin building the other three sides of the block wall.
- 💡 *Bunkerville* - This project consists of two phases that will move the overhead lines to underground. We are waiting on one of the broadband companies to remove their equipment from the poles, then they can be wrecked out and complete phase one. In phase two, the power is being moved from back yards to the street side of the properties. Clark County is working on a comprehensive plan to get underground power to their solar streetlights, they will be invoiced for their portion of the project.

Line Operations

Corey Dalley reported on the following items:

- 💡 *Hook-ups* –
 - 💡 April – Ninety-one (91) residential and two (2) commercial hookups.
 - 💡 Year-to-Date – Two hundred forty-nine (249) total hook-ups for 2024
- 💡 *Line Locates & Inspections*
 - 💡 April Locates – Two hundred fifty-two (252)
 - 💡 April Inspections – One hundred seven (107)
 - 💡 April System Audits – Five hundred seventy-one (571)
- 💡 *Outages*
 - 💡 *April 2024*
 - 💡 There were fourteen (14) planned outages for maintenance. There were three (3) unplanned outage for the month.
 - 💡 The unplanned outages affected fifty-three (53) customers for approximately sixty-six (66) customer hours.
 - 💡 In the month of April , OPD5 customers had power for 99.999% of the time.
 - 💡 *Safety*
 - 💡 *April Safety Topic* – Heat Exposure, Minimum Approach Distance (MAD), and Second Point of Contact Training
 - 💡 *Since Last Lost Time Accident* – Six (6) years, seven (7) months, two (2) days
 - 💡 *Jobs:* In addition to their many jobs this month, the crews worked on:
 - 💡 *Long Drive to Raptor 138 kV Line* - 23,000 ft of high voltage wire has been pulled on this project
 - 💡 *Safety Leadership Summit* – This conference focused on bringing Safety Culture & Safety Climate together

SCADA & Substation Operations

Keven Hansen reported on the following items:

- 💡 *Aclara / Hubbell User's Conference* – This conference highlighted new technology and emphasized their goal of using AI to make the industry more efficient.
- 💡 *Mesquite Substation* – Gusting winds caused a distribution transformer connection to break loose. The recloser did its job and went two shots to lockout. However, the fault passed through the system causing a transformer fuse to blow on the substation transformer high side.

- 💡 *Coordination Study* – The engineering firm discovered the ground fault setting on the reclosers is too high. When the final report is received, their suggestions will be implemented.

General Manager

Mendis Cooper reported on the following items:

- 💡 *Nevada OSHA* – They are drafting a mandate to address occupational exposure to heat stress and heat illness. The program would implement items such as a designated monitor, training, rest periods, provisions for cooling, access to shade and water. This will probably go into effect by next summer.
- 💡 *National Rural Electric Cooperative Association (NRECA)* – The legislative conference was a great opportunity to meet with staffers and discuss reliability, hydropower, and permitting. There were also agency meetings with BLM and the Forest Service.
- 💡 *Congressman Horsford* – Used the OPD5 boardroom for a community meeting. Staff attended and talked about items to work with his office on. Judy Metz also attended and was glad staff spoke up. Mr. Horsford is a great resource, and Judy asked staff to contact his office with information and he will look into the concerns.
- 💡 *All-In Group* - This group is trying to get grant money to help with home weatherization and energy conservation programs. They are seeking a partner and staff let them know we would be glad to collaborate with them.
- 💡 *Crew Barn* – Money has been budgeted for this project, but the new price is quite a bit higher than anticipated. The project will start at the end of the year using previously approved funds with additional funds being added to the 2025 budget cycle.
- 💡 *NREA Meeting* – The group met with the CEO and other staff members at NV Energy. Items discussed were communication between organizations, electric emergencies, working together on grants and addressing wildfire exposure.

Financial Services

Melisa Garcia reported the financial report for April 2024, a copy of which is on file.

H. REVIEW AND POSSIBLE APPROVAL OF OPD5 RESTOCKING FEE POLICY OPD-S-10.000

In recent years due to a variety of issues, lead times and prices have increased dramatically for electrical equipment. Due to long lead times many developers pay OPD5 far in advance of the start of construction to order the electrical equipment needed for their projects. Occasionally, developers cancel or modify their projects before the electrical equipment is even installed.

OPD5 should not be responsible for paying the restocking fee for cancelled or modified projects. The OPD5 Restocking Fee Policy is designed to make developers aware of four key points. First, developers need to be aware that restocking fees are calculated and charged by the vendor. Second, developers need to be aware that there may be a financial obligation if they cancel or change a project and do not take delivery of the electrical equipment that OPD5 has ordered on their behalf. Third, if special items are returned or if modifications are needed such items may not qualify for return and none of the prepaid funds will be refunded. Finally, if the vendor allows changes or modifications at no cost, the vendor will return funds to OPD5, and OPD5 will return the developer's prepaid funds less return shipping charges.

After discussion by the Board, a motion was made by Mr. Chad Leavitt and seconded by Mr. Mike Young to approve the new OPD5 Restocking Fee Policy OPD-S-10.000 as presented. The Board voted six (6) ayes, zero (0) nays in approval.

I. REVIEW AND POSSIBLE APPROVAL OF A PART-TIME CUSTOMER RELATIONS CONSULTANT

OPD5 has never had a full-time customer relations person on staff. In recent years, the customer service supervisor has taken on customer relations responsibilities. However, with an increasing customer base and associated workload, staff see the need for additional help in this area in order to provide more timely and relevant information to the customers.

Staff will find a dedicated individual or a small firm that can fill the role that is needed to help with customer relations duties and other associated work. In addition to customer relations work, there are a myriad of writing tasks that OPD5 needs help with such as the OPD5 newsletter, press releases, reports, presentations, and whitepapers.

After discussion by the Board, a motion was made by Mr. Mike Young and seconded by Mr. Dale Rust to the hiring of a part-time customer relations consultant as presented. The Board voted six (6) ayes and (0) nays in approval.

J. PUBLIC COMMENTS

There were no public comments.

K. BOARD COMMENTS

Mike Young asked staff about the review of the Net Metering policy by staff. After some discussion, Judy asked to staff bring back a graph showing the credits customers have at the end of the year.

L. APPROVAL OF THE NEXT BOARD MEETING

A motion was made by Judy Metz and seconded by Jack Nelson to approve Wednesday, June 19, 2024, as the next Board Meeting date. The meeting will be held in the Mesquite Board Room at 3:00 p.m. The Board voted six (6) ayes, zero (0) nays in approval.

M. EXECUTIVE – CLOSED DOOR SESSION

There was no Executive Session

N. **ADJOURNMENT**

The Board voted unanimously to adjourn at 4:20 P.M.

Chair

Vice Chair

Secretary / Treasurer

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