

APPROVED

DONNER SUMMIT PUBLIC UTILITY DISTRICT
P.O. BOX 610 – SODA SPRINGS – CALIFORNIA – 95728
TELEPHONE (530) 426-3456 – FAX (530) 426-3460
E-mail: tskjelstad@dspud.com

Minutes of the Regular Special Meeting of the Board of Directors
Held: July 14, 2009

STAFF PRESENT: Tom Skjelstad, General Manager; Jim King, Plant Manager; Julie Bartolini, Office Manager
OTHERS PRESENT: Geoffrey O. Evers, General Counsel by telephone; Chris Parker, Sugar Bowl Corp.; Susan Synder, Amber Waddle

1. Call to Order

The Special Meeting of July 14, 2009 of the Donner Summit Public Utility District Board of Directors was called to order at 6:10p.m. by President Cathy Preis, at 53823 Sherritt Lane Soda Springs CA, California.

2. Roll Call

Cathy Preis, President	- Present	
Bob Sherwood, Secretary	- Present	
Philip Gamick, Director	- Present	– By telephone 1330 North Broadway Ste. 210 Walnut Creek CA 94563
Dave Oneto, Director	- Present	
One vacancy		

3. Clear the Agenda

No Changes

4. Public Participation

None

5. Fill Vacancy on the Donner Summit Public Utility District Board of Directors

The Board of Directors reviewed the resume submitted by Taylor Dolph.

Motion: To Appoint Taylor Dolph to fill the Vacancy on the Board of Directors

By: Bob Sherwood

Second: Phil Gammick

Roll Call Vote

Bob Sherwood - Aye

Cathy Preis - Aye

Dave Oneto - Aye

Phil Gamick - Aye

Vote: 4 Ayes, 0 Noes, 0 Absent, 0 Abstain, 1 Vacancy

Motion Carries

6. Consent Calendar:

All items listed under the Consent Calendar are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless a member of the Board requests an item to be removed from the Consent Calendar for a separate action. Any items removed will be considered after the motion to approve the Consent Calendar.

- A. Cash Disbursements – General, Month of June 2009 --
\$ 111,970.59
- B. Cash Disbursements – Payroll, Month of June 2009 --
\$ 55,938.28
- C. Financial Statements through April 30, 2009
- D. Regular Meeting Minutes of June 16, 2009
- E. Special Meeting Minutes of June 23, 2009

Motion: Approve amended Consent Calendar

By: Bob Sherwood

Second: Dave Oneto

Roll Call Vote

Bob Sherwood	-	Aye
Cathy Preis	-	Aye
Dave Oneto	-	Aye
Phil Gamick	-	Aye

Vote: 4 Ayes, 0 Noes, 0 Absent, 0 Abstain, 1 Vacancy

Motion Carries

7. Department Reports

A. Administration: Tom Skjelstad, General Manager

- 1. **Biostimulation Report for Spring of 2009** (if available) - report of results from the District's South Yuba River monitoring program. The report was not completed for the meeting.
- 2. **Finance Options for Facilities Planning Study** – Correspondence from Catherine Hansford identifying two options. Catherine Hansford, Senior Economist at ECO:LOGIC has been researching various options to fund the upcoming Facilities Planning Study. She has presented two options at this time:
 - ★ State water Resources Control Board Clean Water State Revolving Fund (SWSRF). Approved March 2009 this program now offers funding for planning studies. A loan may be drawn down for up to a period of 3 years with 0% interest; repayment would be over 5 years at half the most recent State G.O Bond sale rate. If the project moves forward and becomes a

construction project, the planning loan may be rolled into a construction loan (with the planning loan incorporated) would begin one year after construction is complete.

- ★ Rural Community Assistance Corporation (RCAC), most likely in combination with USDA. The RCAC provides loans for feasibility / planning costs AND engineering / design costs prior to a construction loan being secured by the USDA. Feasibility / planning loans are typically for up to 245 months, they require a 1% loan origination fee and currently have a 5.5% interest cost. The feasibility loan and engineering / design cost loan can be rolled into the construction loan that is secured with the USDA. The RCAC would be paid back with the first disbursement of money from the USDA. If the project does not move forward to construction AWA would have to pay back the loan with its own funds. RCAC can approve a feasibility loan very quickly (roughly 2 weeks) by filling out their online application; however, ideally they would want to see approval of the pre-application from USDA. The advice is to get the project application in to USDA first and then work with the USDA and RCAC staff to put together the financing package.

3. **Administrative Civil Liability Complaint R5-2008-0626, Donner Summit Public Utility District, Nevada County-** current status of the proposed fines totaling \$49,000, (\$24,000 ACLC and \$25,000 Discretionary). Tom Skjelstad stated that the District is waiting for more information from Wendy Wyles.

B. Sewer and Water Department – Jim King, Chief Plant Operator

1. **Waste Water Flow Data – for June** - reported
2. **Fresh Water Flow Data – for June** - reported
3. **Operations and Maintenance Summary** – activities during the month of June. Jim King reported the following:

Operation WWTP

- ★ Discontinued river discharge on June 26th and began storing water for spray irrigation.
- ★ Telstar completed all punch list items for the SCADA system.
- ★ Installed sprinklers, opened pond valves, tested field timers and serviced irrigation pumps in preparation for spray irrigation at Soda Springs Ski Hill.
- ★ Had outside contractor clean out tail water ditches at the ski hill.
- ★ Operator Leonard Rodriguez participated in sampling of the South Yuba below the plant's outfall with members of SYRCL.
- ★ Assisted ECO:LOGIC with the installation of temperature monitoring devices at R-1 and R-2.

Operations Water Plant

- ★ Plant inspection conducted by Gary Schultz of the Department of Health Services Drinking Water Division.
- ★ Plant inspection of onsite chemicals and their storage conducted by Janet Mann of Nevada County Environmental Health.
- ★ Flushed water mains in response to complaints of cloudy water in the area of the cement batch plant and at Sugar Bowl. It is believed the cause of the cloudy water was from the batch plant pulling too much water out of the system too fast. We locked out the hydrant meter that feeds the plant and set a low flow rate that would prevent this from reoccurring.

Repairs and Maintenance WWTP

- ★ Cleaned out spray irrigation storage tank.
- ★ Replaced plant head works flow meter damaged during lightning strike.

Repairs and Maintenance FWTP

- ★ Installed new hose and sump pump in piping and electrical vault at reservoir 2.

Laboratory

- ★ Began new sampling and testing requirements per the new permit.

C. Safety Committee Meeting Minutes

1. **Administrative and Operations Department Safety Committee – June meeting.**

Motion: Accept The Safety Committee Meeting Minutes for June

By: Bob Sherwood

Second: Dave Oneto

Roll Call Vote

Bob Sherwood - Aye

Cathy Preis - Aye

Dave Oneto - Aye

Phil Gamick - Aye

Vote: 4 Ayes, 0 Noes, 0 Absent, 0 Abstain, 1 Vacancy

Motion Carries

8. President's Report

None

9. Committee Reports:

1. **Joint Wastewater Facilities Committee Meeting of June 26, 2009**

Tom Skjelstad reported that the reason for the June 26th meeting was to determine which treatment options from ECO:LOGIC's white paper deserved a more detailed study in the form of a Facilities Planning Study. It was determined to proceed with the following options:

- ★ Upgrade Existing IFAS 2 - Stage
- ★ Upgrade Existing IFAS 4 - Stage
- ★ New IFAS 4 Stage- Stage
- ★ MBR 4 - Stage

ECO:LOGIC will also study and include in the Facilities Plan, flow equalization storage, disinfection alternatives, covered basin, solids handling (sludge), future growth, and infiltration and inflow.

ECO:LOGIC is in the process of writing a Scoping Paper that will outline the details of the next steps and cost.

Susan Snyder inquired regarding the 500 additional EDU's, and under the current permit, how would we service them. Tom Skjelstad responded that Jeff Hauser with ECO:LOGIC will advise the DSPUD if 500 additional EDU's can be serviced under the permit.

10. There was no 10.

**11. Correspondence:
None**

12. Closed Session: None

13. Informational In accordance with Government Code Section 54954.2(a), Directors may make brief announcements or brief reports on their own activities (concerning the District). They may ask questions for clarification, make a referral to staff or take action to have staff place a matter of business on a future agenda.

None

14. Adjournment

Motion: Adjourn at 7:13p.m.

By: Bob Sherwood

Second: Dave Oneto

Roll Call Vote

Bob Sherwood - Aye

Cathy Preis - Aye

Dave Oneto - Aye

Phil Gamick - Aye

Vote: 4 Ayes, 0 Noes, 0 Absent, 0 Abstain, 1 Vacancy

Motion Carries

Schedule of Upcoming Meetings

- Regular Meeting - August 18, 2009
- Regular Meeting - September 15, 2009
- Regular Meeting - October 20, 2009

The wording in these minutes are as reread from the notes by the Clerk of the Board.

Respectfully Submitted,

Deleane Mehler
Clerk of the Board