

**APPROVED**

**DONNER SUMMIT PUBLIC UTILITY DISTRICT  
P.O. BOX 610 – SODA SPRINGS – CALIFORNIA – 95728  
TELEPHONE (530) 426-3456 – FAX (530) 426-3460**

**Minutes of the Regular Meeting of the Board of Directors  
Held: June 17, 2014**

**STAFF PRESENT:** Tom Skjelstad, General Manager; Jim King, Plant Manager;  
Julie Bartolini, Office Manager

**OTHERS PRESENT:** Geoffrey O. Evers, General Counsel by telephone from 641  
Fulton Avenue #200, Sacramento CA 95825

**1. Call to Order**

The Regular Meeting of June 17, 2014 of the Donner Summit Public Utility District Board of Directors was called to order at 6:08 p.m. by President Cathy Preis, at 53823 Sherritt Lane Soda Springs, California.

**2. Roll Call**

Cathy Preis, President	- Present
Sara Schrichte, Vice President	- Present
Bob Sherwood, Secretary	- Present -by telephone from 1122 Pinecroft Road, Colfax, CA 95713
Philip Gamick, Director	- Present
Alex Medveczky	- Present

**3. Clear the Agenda**

No Changes

**4. Public Participation**

None

**5. 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 May 2014 -- \$689,011.06**
- B. Cash Disbursements – Payroll, Month of May 2014 -- \$53,524.65**
- C. Regular Meeting Minutes of May 20, 2014**
- D. Financials through March 31, 2014**

**Motion: Accept the Consent Calendar**

By: Sara Schrichte

Second: Phil Gamick

Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstain,

**Motion Carries**

**6. Department Reports**

**A. Administration: Tom Skjelstad, General Manager**

1. **Stantec Monthly Construction Report for the Month of May 2014.** Reported.
2. **Syblon Reid Progress Payment Request #20 DSPUD Disbursement Request #21-** Syblon's payment request for work performed and/or products purchased for the periods of May 1, 2014 to May 31, 2014 and DSPUD Disbursement Request #20. Reported.

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

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

**Operations WWTP**

- Staff received two days of training at the Iron House Waste Water Treatment plant on a very similar membrane system to the one being installed here.
- Staff assisted in the installation of the new membrane cassettes.
- Staff assisted SRC with taking treatment plant #2 offline and cleaning.
- Staff received training on the new flow equalization blowers and the new sludge polymer feed system.

**Repairs and Maintenance WWTP**

- Made repairs to manholes number 107 and 102.
- Removed snow tracks and installed tires on the UTV.
- Repaired air relief valve on the pump inlet line in the irrigation pump house.

**C. Monthly Safety Committee Meeting Minutes, Month of May**

**Motion: Accept the Safety Committee Meeting Minutes for May**

By: Phil Gamick

Second: Alex Medveczky

Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstain

**Motion Carries**

**7. President's Report:**

**8. Committee Reports**

- A. Budget and Finance Committee: Draft 2014/15 Fiscal Year Operating Budgets:** presentation of the District’s spending plan for 2014/15.  
Discussion and possible action. Cathy Preis reviewed the memos dated June 6 and June 12. Discussion ensued regarding the operating budget.

**Motion: Adopt the Operating Budget for the Fiscal Year 2014/15**

By: Bob Sherwood

Second: Phil Gamick

Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstain

**Motion Carries**

**9. Resolutions:**

- 1. Resolution 2014-07 of the Donner Summit Public Utility District Establishing Appropriation Limits for the 2014/15 Fiscal Year**

**Motion: Adopt Resolution 2014-07 of the Donner Summit Public Utility District Establishing Appropriation Limits for the 2014/15 Fiscal Year**

By: Sara Schrichte

Second: Alex Medveczky

Roll Call Vote

Bob Sherwood - Aye

Phil Gamick - Aye

Cathy Preis - Aye

Taylor Dolph - Aye

Sara Schrichte - Aye

**Motion Carries**

**10. Correspondence: None**

**11. Closed Session: None**

- 12. 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.

**13. Adjournment:**

**Motion: Adjourn Meeting at 6:45 p.m.**

By: Phil Gamick

Second: Bob Sherwood

Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstain

**Motion Carries**

### Schedule of Upcoming Meetings

- Regular Meeting - July 15, 2014
- Regular Meeting - August 19, 2014
- Regular Meeting - September 16, 2014

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

Respectfully Submitted,

Deleane Mehler  
Administrative Assistant