

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: October 17, 2017

STAFF PRESENT: Tom Skjelstad, General Manager; Julie Bartolini, Office Manager

OTHERS PRESENT: Geoffrey O. Evers, General Counsel by telephone from 8732 Casa Del Rio, Fair Oaks CA 95628; Day Franzen, Donner Ski Ranch

1. Call to Order

The Regular Meeting of October 17, 2017 of the Donner Summit Public Utility District Board of Directors was called to order at 6:10 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 |
| Philip Gamick, Director | - Absent |
| Alex Medveczky | - Present |

3. Clear the Agenda: Tom Skjelstad requested to move item No. 10 to follow item No. 5

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 September 2017--\$343,249.27**
- B. Cash Disbursements--Payroll, Month of September 2017--\$83,572.18**
- C. Regular Meeting Minutes of September 19, 2017**

Motion: Accept the Consent Calendar

By: Bob Sherwood

Second: Alex Medveczky

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

Motion Carries

10. Correspondence: Letter from Day Franzen, General Manager, Donner Ski Ranch, dated September 15, 2017.

Email response by DSPUD, General Manager Tom Skjelstad. Tom Skjelstad reviewed some of the correspondence between Donner Summit Public Utility District and Donner Ski Ranch. Tom Skjelstad informed the Board that Donner Summit Public Utility District is working towards resolving these matters:

1. A written agreement between Donner Summit Public Utility District and Donner Ski Ranch. Tom Skjelstad assumes that this is in regard to the District's equipment located at DSR's lodge. The District is exploring ways to remove all of the equipment. Failing that, the DSPUD is looking into having PG&E place a meter that would service only the District's equipment. Tom Skjelstad has asked DSR if the District has permission to place such a meter and what DSR would consider a fair and reasonable rent for the space occupied by its equipment.

2. Untreated raw water for snow making. Tom Skjelstad is discussing a rate for the raw water with the District engineers. In the meantime, the District will require that DSR pressure test the water line to determine if there are leaks and make any necessary repairs. This will be done prior to any sale of water for snowmaking.

3. Communication between DSPUD and DSR for permission of land use.

Day Franzen then reviewed the history of the most recent purchase of Donner Ski Ranch and the original agreement as told to them by Norm Saylor regarding water for snow making. Staff will continue to work towards agreements with Donner Ski Ranch.

6. Department Reports

A. Administration: Tom Skjelstad, General Manager

1. **Big Bend Water Treatment Plant project-** project status. Design, CEQA/NEPA, and funding. Tom Skjelstad reported the following:

Big Bend Water Treatment Plant Project

As reported last month, the USFS agreed to allow the District to construct the Big Bend Water treatment plant on one of their parcels at Big Bend. Since then the District has been busy moving the project along.

Funding

Tom Skjelstad signed a contract with Hansford Economic Consulting to file the application for funding through USDA rural open loan program. According to the staff person at USDA, Mike Velez, Hansford has considerable experience with the USDA loan process and he is very impressed with their work. The contract is for \$10,000. Tom Skjelstad chose the USDA as there is a possibility for grant monies up to 45% of the project amount. DWSRF's policy is that second home communities are ineligible for grant money.

CEQA/NEPA

The environmental review process has begun. Susan Lindstrom, local archaeologist, was selected to conduct the required cultural survey. Susan has decades of experience in the Sierra. (Tom Skjelstad worked with her on a project in the late 1980s) She has finished the survey of the USFS tract and saw no new “wrinkles” regarding cultural resources. There are three factors that will need further evaluation, 1928 bridge (on Old 40), the 1946 concrete tank and access road. Susan believes she can work through the USFS’s inventory and evaluation and doesn’t think their presence will constrain our project. This will save her a lot of time and the District money.

Design Engineering

Sauers Engineering continues to work on the treatment plant design. Tom Skjelstad anticipates the site layout for the distribution system on the North side will be accomplished over the winter.

Included in the Board packet was the Progress Report which is filed with the Drinking Water State Revolving Fund, for the District’s Planning Loan. While it is possible that the District could break ground in 2018, it is more realistic that construction will begin in 2019.

2. **Economic Investment in Soda Springs-** summary of a meeting hosted by Nevada County Supervisor Anderson. Tom Skjelstad reported that he attended a meeting on September 29th to discuss economic investment in Soda Springs. The meeting was chaired by Nevada County Supervisor, Richard Anderson. Attendees included representatives from Placer and Nevada counties, Donner Summit Association, ski areas, and the Sierra Business Council.

The overall purpose of the meeting was to discuss how to utilize Transient Occupancy Tax in Soda Springs. While no list of priorities was listed and none established, it seems like the items that have been discussed over the last five years remain.

They include:

- More frequent building inspections by the counties
- Public restrooms(s)
- Historical monument
- Visitors center
- Overflow parking
- Snow play areas
- Community center
- Graffiti abatement
- Trailhead signage

Tom Skjelstad reported that it was good to see that there are citizens determined and dedicated to improving the economy.

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

1. **Waste Water Flow Data – for September-Reported.**
2. **Fresh Water Flow Data – for September-Reported.**
3. **Operations and Maintenance Summary** –activities during the month of September. Tom Skjelstad presented the Operations report as Jim King was absent.

Operations WWTP

- ♦ Started up and tested the heat exchangers in preparation for winter.
- ♦ Continued use of the sludge drying beds. Sent out 7 dumpsters to the landfill.

Operations Water Plant

- ♦ Staff met with Manito Construction and Sauer’s Engineering to discuss startup of the upgraded plant.
- ♦ Staff had some preliminary training with the filter manufacturer.

Repair and Maintenance WWTP

- ♦ Repaired water line next to the sludge drying beds.
- ♦ Replaced UPS backup power systems at all of the lift stations.

Repair and Maintenance WWTP

- ♦ Completed the installation of a new 1200’ power line to Reservoir #2.

4. **Status of the Water Treatment Plant Upgrade Project-** project update. Reported.

C. Monthly Safety Committee Meeting Minutes, Month of September

Motion: Accept the Safety Committee Meeting Minutes for September

By: Sara Schrichte

Second: Bob Sherwood

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

Motion Carries

7. President’s Report: None

8. Committee Reports: None

9. Ordinance: None

10. Correspondence: Letter from Day Franzen, General Manager, Donner Ski Ranch, dated September 15, 2017.

Email response by DSPUD, General Manager Tom Skjelstad. Previously addressed.

11. Closed Session: Performance Evaluation: General Manager, Pursuant to the California Government Code §54957.

7:23 p.m. Pursuant to the California Government Code §54957 the Board of Directors went into closed session.

7:47 p.m. The regular Board meeting resumed.

Cathy Preis stated closed no action was taken.

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. Julie Bartolini informed the Board of Directors that the Holiday part is scheduled for December 8 at the Cedar House.

13. Adjournment:

Motion: Adjourn Meeting at 7:34 p.m.
By: Bob Sherwood
Second: Alex Medveczky
Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstain
Motion Carries

Schedule of Upcoming Meetings

Regular Meeting - November 21, 2017
Regular Meeting - December 19, 2017 - cancelled
Regular Meeting - January 18, 2018

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

Respectfully Submitted,

Deleane Mehler
Administrative Assistant