

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: April 15, 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 April 15, 2014 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	- 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 March 2014 -- \$401,743.50**
- B. Cash Disbursements – Payroll, Month of March 2014 -- \$ 54,448.82**
- C. Regular Meeting Minutes of March 18, 2014**
- D. Financials through December 31, 2013**

Motion: Accept the Consent Calendar

By: Bob Sherwood

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 February 2014-** Reported.
2. **Syblon Reid Progress Payment Request #18 DSPUD Disbursement Request #19-** Syblon's payment request for work performed and/or products purchased for the periods of March 1, 2014 to March 31, 2014 and DSPUD Disbursement Request #18. Reported.
3. **Notice of Adoption Cease and Desist Order R5-2014-0044 for Donner Summit Public Utility District Wastewater Treatment Plant-** notice of the Central Valley Regional Water Quality Control Board decision to the District's request for an extension of time to come into compliance with its CDO. Tom Skjelstad reported that he had attended the Central Valley Regional Water Control Board public hearing regarding the District's request for an extension of time to come into compliance with its waste discharge permit on Friday March 28.

Although the District CDO was not on the uncontested portion of the agenda, no one from the public spoke and there was no discussion among the Board members. The Board voted unanimously to approve the District's request.

This is good news for the District and its ratepayers as it allows time for the operators to "dial" in the new plant so it can perform at optimum level without the possibility of fines.

Tom Skjelstad reported that in a letter from SYRCL to the Regional Board staff (sent prior to the public hearing) which in essence supports the District project and commends the District for its diligence in pursuing the best water quality available.

4. **Barnard & Vogler, Co. Engagement Letter for Bookkeeping Services thru December 31, 2014** - renew annual letter of agreement.

Motion: Authorize the Board President to Execute the Engagement Letter from Barnard Vogler for Bookkeeping Services through December 31, 2014

By: Phil Gamick

Second: Bob Sherwood

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

Motion Carries

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

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

Operations WWTP

- ◆ Lead Operator Paul Schott attended a week long membrane training conference.
- ◆ Operators T.J. Dwyer and Justin Vosburgh attended a three day test preparations class for their Grade II wastewater test.
- ◆ Found little or no air being supplied to the solids holding tank due to multiple broken air lines on the new aeration system. SRC will put in a temporary system until repairs can be made.
- ◆ Helped conduct tour of the upgrades to the treatment plant for SYRCL and SWRCB personnel.

Repairs and Maintenance WWTP

- ◆ Installed an airbag suspension system on the Ford F-250 to help with heavy loads and towing.

C. Monthly Safety Committee Meeting Minutes, Month of March

Motion: Accept the Safety Committee Meeting Minutes for March

By: Sara Schrichte

Second: Bob Sherwood

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

Motion Carries

7. President's Report: None

8. Committee Reports: None

9. Resolutions: None

10. Correspondence: Letter from SYRCL to the Water Quality Control Board Staff, Re: the DSPUD CDO, dated March 19, 2014.Reported.

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. None.

13. Adjournment:

Motion: Adjourn Meeting at 6:43 p.m.
By: Bob Sherwood
Second: Phil Gamick
Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstain
Motion Carries

Schedule of Upcoming Meetings

Regular Meeting - May 20, 2014
Regular Meeting - June 17, 2014
Regular Meeting - July 15, 2014

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

Respectfully Submitted,

Deleane Mehler
Administrative Assistant