

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: September 18, 2012

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

OTHERS PRESENT: Geoffrey O. Evers, General Counsel

1. Call to Order

The Regular Meeting of September 18, 2012 of the Donner Summit Public Utility District Board of Directors was called to order at 6:05 p.m. by President Cathy Preis, at 53823 Sherritt Lane Soda Springs, California.

2. Roll Call

Cathy Preis, President	- Present
Taylor Dolph, Vice President	- Present
Bob Sherwood, Secretary	- Present
Philip Gamick, Director	- Absent
Sara Schrichte, Director	- 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 August 2012 --
\$129,128.23**
- B. Cash Disbursements – Payroll, Month of August 2012 --
\$85,886.66**
- C. Special Meeting Minutes of August 22, 2012**

Motion: Accept the Consent Calendar
By: Bob Sherwood
Second: Sara Schrichte
Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstain
Motion Carries

Donner Summit Public Utility District Waste Water Treatment Plant Project Site tour
6:06 p.m.

Phil Gamick arrived at 6:15 p.m.

Meeting resumed at 6:22 p.m. in the Board room.

6. Department Reports

A. Administration: Tom Skjelstad, General Manager

- 1. Status of the District State Revolving Fund Application-** update as to the status of the District's funding application. Tom Skjelstad reported that the District received loan approval and loan documents on September 4, 2012, so the financing is in place. The total amount of the loan is \$16,073,401, which includes the District portion of construction, construction management, engineering services during construction and refinancing of existing District debt. The loan is for 27 years at 2.2% interest. The refinancing of existing debt will save the District approximately \$140,000.00 annually.
- 2. Progress Report of the DSPUD Wastewater Facilities Upgrade and Expansion Project-** report on work accomplished to date. Tom Skjelstad reported that the contractor, Syblon Reid moved on site August 24, 2012 and have been working 10 hour days, six days a week ever since. Most of the work has consisted of clearing trees at both the District site and the Soda Springs Ski Area site, and rock removal.
- 3. CalTrans Rest Area Billing-** status of Cal Trans billing and payment for the rest area EDUs. Tom Skjelstad reported that the District billed CalTrans for their portion of the Waste Water Treatment Plant Project, (\$916,689.45) during the week of September 2nd. As of this date payment has not been received.

4. **Memorandum of Understanding Pertaining to Advance Costs for DSPUD Wastewater Treatment Plant Project** – an updated Memorandum of Understanding illustrating final costs for the Final Design portion of the Donner Summit Public Utility District Waste Water Treatment Facilities Upgrade and Expansion Project. Tom Skjelstad reported that now the District has received its financing, it will need to repay Sierra Lakes County Water District as agreed to in a previous MOU. There is a new proposed MOU, however, the dollar amounts are still being discussed between DSPUD and SLCWD. At the time of drafting the proposed MOU, DSPUD had not received its financing so SLCWD calculated that they would pay our share of the last payment due Stantec in the amount of \$15,939.53. Now that DSPUD has financing the District does not have to borrow the final payment of \$15,939.53 from SLCWD. Tom Skjelstad recommended that the Donner Summit Public Utility District decline executing the Memorandum of Understanding, pending correction of the dollar amount.

Motion: Reject the Memorandum of Understanding for the Aforementioned Reason

By: Sara Schrichte

Second: Taylor Dolph

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 August 2012** - Reported
2. **Fresh Water Flow Data – for August 2012** - Reported
3. **Operations and Maintenance Summary** – activities during the month of August. Jim King reported the following:

Operations WWTP

- Discharged 7.9 MG to spray irrigation
- Purchased a new UTV for use on the ski hill and to replace the snow mobiles in the winter.

Operations Water Plant

- Annual inspection of the dam at Lake Angela was conducted by the Division of Dam Safety. There were no problems.
- Pressure tested new water line at Sugar Bowl.

Repairs and Maintenance WWTP

- Cleaned clarifiers on treatment plants 1 and 2.
- Installed a new Gater Gate and culvert on the spray on the spray irrigation tail water return system.

C. Monthly Safety Committee Meeting Minutes, Month of August

Motion: Accept the Safety Committee Meeting Minutes for August

By: Taylor Dolph

Second: Sara Schrichte

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

Motion Carries

7. **President’s Report: None**

8. **Committee Reports: None**

9. **Resolutions:**

RESOLUTION 2012-10 OF THE DONNER SUMMIT PUBLIC UTILITY DISTRICT RESOLUTION OF APPLICATION REQUESTING THE PLACER COUNTY LOCAL AGENCY FORMATION COMMISSION TAKE PROCEEDINGS FOR THE ANNEXATION BY THE DONNER SUMMIT PUBLIC UTILITY DISTRICT OF THE BIG BEND MUTUAL WATER COMPANY AND ADOPTING AN ANNEXATION AGREEMENT BETWEEN BIG BEND MUTUAL WATER COMPANY AND DONNER SUMMIT PUBLIC UTILITY DISTRICT.

Motion: Adopt Resolution 2012-10 Resolution of Application Requesting the Placer County Local Agency Formation Commission Take Proceedings for the Annexation by the Donner Summit Public Utility District of the Big Bend Mutual Water Company and Adopting an Annexation Agreement Between Big Bend Mutual Water Company and Donner Summit Public Utility District

By: Phil Gamick

Second: Taylor Dolph

Roll Call Vote

Bob Sherwood - Aye

Phil Gamick - Aye

Cathy Preis - Aye

Taylor Dolph - Aye

Sara Schrichte - Aye

Motion Carries

10. Correspondence:

- 1. Email dated August 24, 2012 from Jim Curtis, SLCWD Attorney to Geoff Evers, DSPUD Attorney Regarding Cost Allocation Issue - Reported**
- 2. Letter dated August 29, 2012 from Geoff Evers to Jim Curtis in Response to Mr. Curtis Email - Reported**
- 3. Letter from Wade Freedle dated September 11, 2012 Proposing Procedures for Implementing Progress Payments on the Donner WWTP Project - 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.

13. Adjournment

Motion: Adjourn Meeting at 7:28 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 - October 16, 2012
Regular Meeting - November 20, 2012
Regular Meeting - December 18, 2012 (tentatively)

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

Respectfully Submitted,

Deleane Mehler
Administrative Assistant