

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: August 21, 2018

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

OTHERS PRESENT: Geoffrey O. Evers, General Counsel by telephone from 8732 Casa Del Rio, Fair Oaks CA; Pat Malberg; Wally Auerbagh, Auerbaugh Engineering Corp.

1. Call to Order

The Regular Meeting of August 21, 2018 of the Donner Summit Public Utility District Board of Directors was called to order at 6:04 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: Pat Malberg stated that the monument site has been cleared across from the Soda Springs parking lot. She then thanked the Donner Summit Public Utility District for assisting with the site preparation.

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 July 2018- \$84,243.35**
- B. Cash Disbursements–Payroll, Month of July 2018- \$82,740.94**
- C. Regular Meeting Minutes of July 17, 2018**

Motion: Accept the Consent Calendar

By: Bob Sherwood

Second: Alex Medveczky

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

Motion Carries

6. Department Reports

A. Administration: Tom Skjelstad, General Manager

1. **Sugar Bowl Property Owners Master Sewer Plan-** update on activities to connect property owners with septic systems to the District sewer system. Tom Skjelstad reported that there has been positive feedback from a number of property owners and reviewed the Sugar Bowl Property owners site plan.

Site Plan, Alternative “A” is in keeping with the Sewer Master Plan. Site Plan, Alternative site plan “B” deviates from the Plan. A property owner (Paul Wythes) is proposing Alternative B and is very motivated to connect to the sewer system this summer/fall and does not want to wait for others to decide whether or not to participate. Note that under Alternative “B”, only two property owners will benefit from and pay for the sewer line installation. Under Alternative “A” five property owners could benefit and contribute to the cost of installation. There is a difference of \$36,540.00 between the two alternatives.

The District has been proactive in reaching out to the property owners, however there are a number of issues/questions that need the Board’s attention and comments.

- Can the District force property owners to pay for installation of the sewer main lines?
- If so, by what authority or action?
- Can the District enforce the sewer Master Plan, as approved, without deviation from the Plan?
- Is the District obligated to allow connections to its sewer system?
- What role is appropriate for the District to take?

These are just a few of the questions that staff and the engineers have discussed. The District in a letter will reach out to the five property owners next week explaining that this is a good opportunity for them to install the sewer main. Ultimately, we would like to get commitments to proceed. Also Geoff Evers will draft a contract for inclusion with the letter.

2. **Big Bend Water Project, California Environmental Quality Act-** Presentation of the project CEQA document. Discussion and action. Tom Skjelstad reviewed the memo from Keith Knibb of Sauers Engineering regarding the Big Bend water system improvement project, CEQA Environmental Review. Tom Skjelstad reviewed the actions.

- Motion: Authorizing the following:**
- 1. The Filing of the Proposed Negative Declaration and Environmental Initial Study with the Office of Nevada County Clerk.**
 - 2. The Circulation of the proposed Negative Declaration and Environmental Initial Study with Responsible and Interested Agencies and with the State Clearinghouse.**
 - 3. Publication of a Notice of Public Review Period and Public Hearing on the Proposed Negative Declaration.**
 - 4. Schedule a Public Hearing for the Proposed Negative Declaration at the Regular Board Meeting on October 16, 2018.**

By: Sara Schrichte
Second: Phil Gamick
Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstain

Motion Carries

- 3. Big Bend Water Project Workshop-** preparation for the Workshop on August 25, 2018. Reported.
- 4. Donner Summit Public Utility District’s Electric Usage at Donner Ski Ranch-** discussion of historical power usage. Discussion and possible action. Tom Skjelstad reported that the District had its equipment removed by John Fehrman last week. Additionally, Marshall Tuttle sent an email, discussing code violations and annual expense from the District’s electrical usage per John M. Fehrman Electrical. John attached a non-contract type, induction digital amp clamp/recorder and estimated the annual power use from the District’s equipment to be \$1,081.68. The District’s electrical engineer consultant estimated an annual expense of \$800.00. It should be noted that the engineer did not, nor was he requested, use an instrument to calculate and determine the cost.

If the Board decides to reimburse Donner Summit Tramways for the power used by the District, Tom Skjelstad recommended using John Fehrman’s estimate as a starting point.

- 5. Gibson & Company, Inc. Engagement Letter for the Fiscal Year Ending June 30, 2018 –** letter authorizing Gibson & Company, the District’s Auditors to conduct the annual independent audit for the year ending June 30, 2018

Motion: Authorize the General Manger to Execute the Gibson & Company, Inc. Engagement Letter for the Fiscal Year Ending June 30, 2018.

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

Operations WWTP

- Continued using sludge drying beds and centrifuge to empty sludge tank.
- The District Manager, Lead Operator and Plant Manager attended a meeting at Donner Ski Ranch about the upcoming Old Hwy 40 repaving and repairs.
- Completed sprinkler installation at Soda Springs Ski Hill.
- Drained reactor #1. For recoating, that was cancelled. Had to remove 2 failed mixers for repair.

Operations Water Plant

- Had inspection by the State Water Resources Control Board of the water plant, storage tanks and Big Bend.
- Installed a 2” fire service at 885 and 895 Paint Brush Hill.

Repair and Maintenance WWTP

- Flushed sewer lines in Sugar Bowl in preparation for TV inspection.
- Serviced spray irrigation pumps in preparation for spray effluent on the ski hill.

Laboratory

- Sent in 3rd quarter priority pollutant samples.

C. Monthly Safety Committee Meeting Minutes, Month of July

Motion: Accept the Safety Committee Meeting Minutes for July

By: Bob Sherwood

Second: Phil Gamick

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

Motion Carries

7. President’s Report: None

8. Committee Reports: None

9. Resolutions: None

10. Closed Session: None

11. 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.

12. Adjournment:

Motion: Adjourn Meeting at 7:12 p.m.
By: Bob Sherwood
Second: Alex Medveczky
Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstain
Motion Carries

Schedule of Upcoming Meetings

Special Meeting - August 25, 2018 Big Bend Fire Station located at 49645 Hampshire
Rocks Rd, Emigrant Gap, CA 95715
Regular Meeting - September 18, 2018
Regular Meeting - October 16, 2018

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

Respectfully Submitted,

Deleane Mehler