

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 Special Meeting of the Board of Directors
Held: January 12, 2021**

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,

1. Call to Order

For the Special Meeting (Section 54956), January 12, 2021 at 6:00 P.M., the meeting was conducted via Zoom due to the COVID-19 pandemic and in accordance with Governor Newsom's Executive Order N-29-20.

The Special Meeting of January 12, 2021 of the Donner Summit Public Utility District Board of Directors was called to order at 6:13 p.m. by President Cathy Preis.

2. Roll Call

Cathy Preis, President	- Present
Sara Schrichte, Vice President	- Present
Bob Sherwood, Secretary	- Present
Philip Gamick, Director	- Present
Alex Medveczky, Director	- Present

3. Review of Resumes/Letters of Interest for the Vacant Director Seat and Appointment of Director to Fill the Vacant Seat- The Board of Directors reviewed the letter of interest to fill the Vacant seat on the Board of Directors submitted by Sara Schrichte. It was decided to appoint Sara Schrichte to the Vacant seat for the two-year term.

Motion: **Appoint Sara Schrichte to the Vacant Seat on the Board of Directors of The Donner Summit Public Utility District for the Vacant two-year term.**

By: Bob Sherwood

Second: Alex Medveczky

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

4. Election of Board Officers for 2021

Motion: **Nominate Cathy Preis as President**

By: Bob Sherwood

Second: Sara Schrichte

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

Motion Carries

Motion: Nominate Sara Schrichte as Vice President

By: Phil Gamick
Second: Bob Sherwood
Vote: 4 Ayes 0 Noes 0 Absent 1 Abstain

Motion Carries

Motion: Nominate Bob Sherwood as Secretary

By: Bob Sherwood
Second: Phil Gamick
Vote: 4 Ayes, 0 Noes, 0 Absent, 1 Abstain

Motion Carries

5. Clear the Agenda

6. Public Participation – please limit your comments to 5 minutes.

7. 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 November \$805,727.07
December \$204,584.23**
- B. Cash Disbursements–Payroll, Month of November \$77,369.32
December \$83,353.92**
- C. Regular Meeting Minutes of November 17, 2020**

Motion: Accept the Consent Calendar

By: Bob Sherwood
Second: Alex Medveczky
Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstain

Motion Carries

Financial Statements for the Fiscal Year 2019/20- the District's annual independent auditor's report. Joe Julio of Gibson & Company, Inc., Certified Public Accountant will be present to review the report.

Joe Julio from Gibson and Co. presented the Draft Financial Statements for Fiscal Year ending June 30, 2020. Limited discussing was held.

Motion: Approve the Financial Statements for the Fiscal Year Ending June 30, 2020, as Presented by Joe Julio

By: Bob Sherwood
Second: Alex Medveczky
Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstain

Motion Carries

8. Department Reports

A. Administration: Tom Skjelstad, General Manager

- 1. Sugar Bowl, West and East Village Sewer Plan-** update on progress to provide sewer service. Tom Skjelstad reported that he is waiting for a Scope of Work contract from Auerbach Engineering.
- 2. California Department of Finance Audit of the District-** the Department of Finance has begun its audit of the District projects that received grant funds; Big Bend Planning Loan, and the DSPUD Water Treatment Plant upgrade. Tom Skjelstad reported that the District is currently being audited by Department of Finance for two projects in which the District received Proposition 1 grant funds. The two projects are; the Big Bend Planning Loan/ Grant and the District Water Treatment Plant Upgrade Loan/Grant.

This is the first time the District has been involved in a State audit, this is nothing out of the ordinary for the Department of finance. Each project includes language that the State has the right to audit the District at any time. Additionally, there is language in Proposition 1 that grants bond oversight responsibilities to the Department. At the end of the audit, the Department will issue a draft report for the District's review and comment. State staff has indicated that the audit may last 3-4 months.

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

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

Operations WWTP

- Discharge for snow making at Soda Springs Ski Resort was 2.1 MG.
- Finished the surplus of the Toyota and Mini x. Both offsite.
- Received delivery of the new Dodge 1500 ECO Diesel Trucks.
- Had the fiber optic cable for our plant internet repaired. The cable was chewed by some animal.

Operations Water Plant

- Completed and sent in the spillway report for Lake Angela Dam.
- Received new electric pallet jack for use at the plant.

C. Monthly Safety Committee Meeting Minutes, Month of November and December.

Motion: Accept the Safety Committee Meeting Minutes for November and December

By: Sara Schrichte

Second: Bob Sherwood

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

Motion Carries

9. Correspondence: None

10. President Report- None

11. Resolutions: 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 7:08 p.m.

By: Bob Sherwood

Second: Alex Medveczky

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

Motion Carries

Schedule of Upcoming Meetings

Regular Meeting – February 16, 2021

Regular Meeting – March 16, 2021

Regular Meeting – April 20, 2021

Respectfully Submitted,

Deleane Mehler
Administrative Assistant