

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 19, 2017**

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 95628

1. Call to Order

The Regular Meeting of September 19, 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	- 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 August 2017--\$470,738.36**
- B. Cash Disbursements—Payroll, Month of August 2017--\$80,848.69**
- C. Regular Meeting Minutes of August 15, 2017**

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. **US Forest Service and Big Bend Water Treatment Plant-** the USFS has agreed to allow use of its parcel of land on which to situate the proposed Big Bend water treatment plant. Tom Skjelstad reported that the Forest Service has agreed to allow the District to use their parcel (under a Special Use Permit) for the Big Bend water treatment plant. The decision was made once the District agreed to include a public restroom in the plans of the WTP. They also requested that the District include parking spaces on the site. Both are easily accomplished and do not substantially increase the cost.

He included in the packet the preliminary design and site layout from Sauers Engineering and reviewed it with the Board.

2. **Sugar Bowl Master Sewer Plan-** report from meeting with Sugar Bowl representatives and Auerbach Engineering. Tom Skjelstad reported that he recently met with Chris Parker of Sugar Bowl and Wally Auerbach of Auerbach Engineers to discuss developing a sewer master plan for approximately 30 lots (improved and unimproved) in Sugar Bowl. They both agreed that the piece meal approach is inefficient and costly. Tom Skjelstad suggested that DSPUD retain the services of Auerbach Engineers to do a master plan for the 40+/- lots.

Once it is determined, in the master planning process, the best alignment to serve the lots that are currently first in line, Auerbach can move forward with project-level documents for your properties.

What remains to be seen is who would be responsible for the actual design contract (Sugar Bowl or the private property owners). There is some advantage if Sugar Bowl stays on as quarterback, as they would be in the best position to coordinate costs and those are allocated to your other property and others.

The critical factor here is time. We have about 30 days of reliably good weather to get any project-level survey work done, and we have to get past the master plan stage before we start that. Right now Sugar Bowl is on board to move this along quickly.

The DSPUD is willing to facilitate building permit plan check process with whatever he can reasonably do by way of will-serve or similar document.

If this goes according to plan, Auerbach would be able to do the final design work on the sewer extension over the winter.

As you can tell, it was a very productive meeting. Tom Skjelstad is pleased that Sugar Bowl is taking an active role. Overall, Tom is very encouraged.

Motion: Authorize the General Manager to Sign a Contract with Auerbach Engineers to do a Sewer Master Plan, not to Exceed \$10,000.00 for the East Side and a Maximum of \$7,000.00 for the West Side, Total not to Exceed \$17,000.00.

By: Sara Schrichte

Second: Alex Medveczky

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

Motion Carries

3. Donner Summit PUD 2003-2017- highlights of accomplishments for the past 14 years. Tom Skjelstad reviewed his memo dated September 15, 2017 with the Board.

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

1. Waste Water Flow Data – for August-Reported.

2. Fresh Water Flow Data – for August- Reported.

3. Operations and Maintenance Summary–activities during the month of August. Jim King reported the following:

Operations WWTP

- Began storing effluent for spray irrigation.
- Continued use of the sludge drying beds. Sent out 10 dumpsters to the land fill.

Operations Water Plant

- Set up a hydrant valve at the Soda Springs Ski area to be used for the Tevis Cup horse/rider endurance race.
- Completed water line extension in front of the condos on Donner Pass Road.
- Received delivery of the valve exerciser and the mini vac.

Repair and Maintenance WWTP

- Drained and repaired a failed air diffuser line on Reactor #2.
- Replaced tracks and purchased two new buckets for the Mini Ex

Repair and Maintenance WWTP

- Installed spare raw water pump.

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

C. Monthly Safety Committee Meeting Minutes, Month of August

Motion: Accept the Safety Committee Meeting Minutes for August

By: Bob Sherwood

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

Motion Carries

7. President's Report: None

8. Committee Reports:

A. Clean Water State Revolving Fund Loan Renegotiation- report from the meeting of August 30 between District representatives and State Water Board Staff. Sara Schrichte reported that after 18 months, there is good news to report. The CWSRF staff informed the District that they are recommending to the State Water Resources Control Board to reduce the District's interest rate on our loan from 2.2% to 0.00%. If adopted, this will result in a savings of approximately \$5,077,759 over 25 years or \$203,110 annually. The State Water Board will decide at its December meeting.

The District has been using reserve funds (\$275,000 annually) to subsidize the annual debt payment. CWSRF staff's recommendation will have a positive effect to sewer rates. Without debt relief the District was looking at a sewer rate increase of 18%, (\$361.68 per EDU annually) over a four year period (2018-2021) and depletion of its reserve funds. It is estimated that a more modest increase of approximately 4% (\$80.00 per EDU annually) will be realized with the recent decision from the CWSRF staff and the State Water Board's approval. District staff and Hansford Economic Consulting will be working on a number of rate increase options for the DSPUD Board to review, comment and adopt prior to July of 2018.

The Committee will continue to try and meet with the individual State Water Board members reinforcing the District's support for the 0.00% interest rate. Additionally, our legislators in Sacramento will be asked to write letters of support. You will recall that we met with them previously and they agreed to support us.

The Committee recommends that the DSPUD Board accept the CWSRF staff's recommendation.

9. Ordinance: None

10. Correspondence: None

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

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

7:47 The regular Board meeting resumed.

Cathy Preis stated that in closed session direction was given to the General Manager to have his legal counsel proceed with his contract.

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 8:10 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 - October 17, 2017
Regular Meeting - November 21, 2017
Regular Meeting - December 19, 2017- Cancelled

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

Respectfully Submitted,

Deleane Mehler
Administrative Assistant