

APPROVED

DONNER SUMMIT PUBLIC UTILITY DISTRICT
P.O. BOX 610 – SODA SPRINGS – CALIFORNIA – 95728
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Minutes of the Regular Meeting of the Board of Directors
Held: November 17, 2009

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 Dele Rio Court, Fair Oaks, CA 95628; Mike Gibson, Gibson & Company, Inc.; Amber Waddle, Joni Kaufman, Susan Snyder, Chris Parker, Sugar Bowl Corp.; Hal Kessler, Towle Mountain

1. Call to Order

The Regular Meeting of November 17, 2009 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 CA, California.

2. Roll Call

Cathy Preis, President	- Present
Dave Oneto, Vice President	- Present
Bob Sherwood, Secretary	- Present
Philip Gamick, Director	- Present
Taylor Dolph, Director	- Present

3. Clear the Agenda

No changes to the agenda

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 October 2009 --**
\$ 80,023.23
- B. **Cash Disbursements – Payroll, Month of October 2009 --**
\$ 73,498.12
- C. **Regular Meeting Minutes of October 20, 2009**

Motion: Accept the Consent Calendar

By: Bob Sherwood

Second: Dave Oneto

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

Motion Carries

6. **Financial Statements for the Fiscal Year 2008/09-** the District's annual independent auditor's report. Michael Gibson of Gibson & Company, Inc., Certified Public Accountant. Discussion and possible action. Michael Gibson reviewed the financial statements for the fiscal year ending June 30, 2009 in detail.

Motion: Adopt the Audit for Fiscal Year ending June 30, 2009

By: Bob Sherwood

Second: Phil Gamick

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

Motion Carries

7.

Department Reports

A. Administration: Tom Skjelstad, General Manager

1. **DSPUD Facilities Plan October/November 2009-** progress report from ECO:LOGIC for work performed on the facilities plan. Tom Skjelstad reported an adjustment of DSPUD EDUs, as he overlooked the 47 homes that were annexed into the District in April of 2009. Under the terms of the annexation these homes shall connect into the District wastewater system within 10 years from the date of annexation. This has to do with the water quality in Van Norden Meadows and ultimately the South Yuba River.

Tom Skjelstad also reported ECO:LOGIC is waiting for a proposal from Brentwood addressing the current and future performance of the Accu Web system. If Brentwood remains non-responsive then the Joint Facilities Committee will need to schedule a meeting soon to decide if it wants ECO:LOGIC to continue, or not, to study and analyze the Accu Web option. Direction was given to Geoffrey Evers to perform research, not to exceed 10 hours. Direction was also given to the General Manager. This item will be addressed at the December 15th 2009 meeting in closed session.

2. **Pollution Prevention Plan Work Plan and Time Schedule for Aluminum-** the District's plan as required under the new discharge permit (Order No. R5-2009-0034, NPDES No. CA0081621) The District has submitted the work plan to Regional Staff for review and acceptance.
3. **Marin Ski Club Fire Sprinkler Water Pressure-** request by Marin Ski Club for the District to increase the water pressure in the District water main to accommodate the Ski Club's fire sprinkler pressure. Tom Skjelstad reviewed the letter from Marin Ski Club. Discussion ensued. It was determined that as the District is meeting their obligation to provide 20 PSI to all customers, Marin Ski Club's request was denied.

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

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

Operations WWTP

- Began river discharge on 10/22/2009.
- Last day of spray irrigation was 10/18/2009.
- Work continued on the upgrade to the anoxic zones in Plant 1 and 2.
- Removed from service, cleaned and put back in service the chlorine contact chamber.
- Annual testing and service performed on all district fire extinguishers.
- Conducted interviews of eligible candidates for the OIT position. A candidate was chosen and will begin work on November 30th.
- Shut storm water gates at spray irrigation site to allow runoff to flow off site.
- Inspected webs in Plant 2 during the anoxic zone improvements.
- PG&E replaced the bulbs and ballasts on all of the fluorescent light fixtures in the wastewater plant and administration building.

Operations Water Plant

- Completed and sent notices to customers informing them that the treatment plant did not meet its final turbidity limitation that 95% of samples must meet a turbidity of 0.3 or less. The test returned a value of 90% turbidities at 0.3 or less.
- Turned water off for the winter at the Pacific Crest Trail Head.

Repairs and Maintenance WWTP

- New tires were installed on the 2007 Dodge, 2004 Ford and 1998 Toyota.
- New replacement blower for Plant-2 was installed.
- Conducted annual cleaning of all sewer lift station wet wells, removing grit and grease.

Repairs and Maintenance FWTP

- Conducted annual cleaning of the sludge from the back wash tank.

Laboratory

- Collected and sent out 40 samples related to 1st day of river discharge from the following sites, effluent, influent River-1, River-2 and irrigation storage tank.

C. Monthly Safety Committee Meeting Minutes

Motion: Accept The Safety Committee Meeting Minutes for October

By: Bob Sherwood

Second: Dave Oneto

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

Motion Carries

8 President's Report

None

9. Committee Reports:

1. Board Policy Committee- report from November 2, 9, and 16 Committee meetings. Directors Oneto (chairman) and Dolph. Director Oneto reported that at this time they are focused on the section that address fiscal policies which include;

- Budget and Finance Committee responsibilities,
- Monthly financial statement format,
- Reserves for recapitalization and capital outlay,
- Annual operating budget procedure, and
- Anti-fraud.

The Committee plans on addressing other issues in the future. It is the preference and recommendation of the Committee that the Board adopt each policy section as they are completed by the Committee. Presently there are no completed sections.

10. Resolutions:

a.) Resolution for Acceptance of Banking Services with Wells Fargo Bank. This item was tabled until the December meeting.

11. Correspondence:

Marin Ski Club- request for increased water pressure. This item was addressed previously.

12. Closed Session: none.

13. 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

14. Adjournment

Motion: Adjourn Meeting at 7:43 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 - December 15, 2009
Regular Meeting - January 19, 2010
Regular Meeting - February 16, 2010

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

Respectfully Submitted,



Deleane Mehler
Clerk of the Board