

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 20, 2019**

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

The Regular Meeting of August 20, 2019 of the Donner Summit Public Utility District Board of Directors was called to order at 6:15p.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:

Pursuant to Government Code 54954.2(b)(2). Add Resolution 2019-07 to the agenda under item 10.

Motion: Add Resolution 2019-07 Accepting Easement and Authorize Recording to the Agenda Under Item 10.

By: Sara Schrichte

Second: Bob Sherwood

Roll Call Vote

Bob Sherwood - Aye

Phil Gamick - Aye

Cathy Preis - Aye

Alex Medveczky - Aye

Sara Schrichte - Aye

Motion Carries

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 July \$121,070.75**
- B. Cash Disbursements–Payroll, Month of July \$83,092.31**
- C. Regular Meeting Minutes of July 16, 2019**

Motion: Accept the Consent Calendar
By: Phil Gamick
Second: Bob Sherwood
Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstain

Motion Carries

6. Department Reports

A. Administration: Tom Skjelstad, General Manager

- 1. USDA Funding of the Big Bend Water Project-** status of the funding application. Tom Skjelstad reported that he met with the USDA representatives and they informed him that we are cleared to proceed with the bid process and the Districts portion of the project. This is good news, as we may be able to complete the entire project this year.
- 2. Wythe’s Sewer Line -** update on the alignment of the Wythe’s sewer line in Sugar Bowl. Tom Skjelstad reported that the Wythes have agreed to install a 6 inch sewer line from their property. This will allow an additional five connects, including theirs. The District will contribute the already confirmed \$35,00.00 and will collect our portion at the time future connections are made to the 6 inch line.
- 3. Gibson and Company Proposal to Conduct an Audit of Financial Statements of Donner Summit Public Utility District.**

Motion: Accept the Engagement Letter form Gibson & Company to Perform the District’s Audit for the Fiscal Year Ending June 30, 2019
By: Sara Schrichte
Second: Alex Medveczky
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.
- 4. Operations and Maintenance Summary –**activities during the month of July. Jim King Reported the following:

Operations WWTP

- Gathered information for water and sewer hookup and possible new store location on Donner Pass Rd.
- Received delivery of sewer rodder. Used it to clean lime silo drain line.

Operations Water Plant

- Installed a 2” water service at 20954 Donner Pass Rd.

Repair and Maintenance WWTP

- Repaired the drain screen in the recovery pond at the spray irrigation site.
- Took the #2 headworks screen out for maintenance and repairs.

Repair and Maintenance WTP

- Repaired 2” water leak on Bunny Hill Rd.
- Replaced the air scour valve on filter #1.
- Repaired a water leak on Ida Lane at Big Bend.
- Began work on replacing the chemical feed lines from the plant to the dam valve box.

C. Monthly Safety Committee Meeting Minutes, Month of July

Motion: Accept the Safety Committee Meeting Minutes for July

By: Phil Gamick

Second: Bob Sherwood

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

Motion Carries

7. Committee Report: None

8. Legal Report: None

9. Board Policy Committee: None

10. Resolutions: Resolution 2019-07 of the Donner Summit Public Utility District Accepting Easement and Authorizing Recordings. Tom Skjelstad reviewed easement in question with the Board of Directors.

Motion: Adopt Resolution 2019-07 of the Donner Summit Public Utility District Accepting Easement and Authorizing Recordings

By: Sara Schrichte

Second: Bob Sherwood

Roll Call Vote

Bob Sherwood - Aye

Phil Gamick - Aye

Cathy Preis - Aye

Alex Medveczky - Aye

Sara Schrichte - Aye

Motion Carries

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. Tom Skjelstad informed the Board of Directors that he had lunch with SYRCL's new executive director and asked for SYRCL's support when we renew our discharge permit in February.

13. Adjournment:

Motion: Adjourn Meeting at 6:50 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 - August 20, 2019
Regular Meeting - September 17, 2019
Regular Meeting - October 15, 2019

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

Respectfully Submitted,

Deleane Mehler
Administrative Assistant