

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: June 19, 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; Jerome Milana, Norden; Bob Beldon,
Soda Springs; Marshall Tuttle, Donner Ski Ranch; Norm Saylor,
Norden; Catherine Hansford, Hansford Economic Consulting;
Jennifer Harrison, J. Harrison Public Relations

1. Call to Order

The Regular Meeting of June 19, 2018 of the Donner Summit Public Utility District Board of Directors was called to order at 6:07 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 May 2018- \$220,201.29**
- B. Cash Disbursements—Payroll, Month of May 2018- \$75,285.79**
- C. Special Meeting Minutes of May 8, 2018**

Motion: Accept the Consent Calendar

By: Bob Sherwood

Second: Phil Gamick

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

Motion Carries

Public Hearing: Proposed Wastewater Rate Increase- 6:08 p.m. President Preis opened the Public Hearing. The following comments were made:

Jerry Milano, 10150 Ski Ranch Lane, stated that he opposes the rate increase.

Norm Saylor, 21455 Donner Pass Rd. 1) Questioned the Cal Trans rate, 2) discussed snowmaking with recycled water at Soda Springs Ski Area, 3) Inability to obtain loans for property on the Summit, 4) Damming Lake Van Norden, 5) Employee performance bonus.

Staff responded to all the issues he raised.

Bob Beldon, stated he is concerned about this proposed increase and potential future rate increases.

As there was no further comments, President Preis closed the Public Hearing at 6:45 p.m. Tom Skjelstad reported that there were two additional protest letters received.

Ordinance 07-2018 of the Donner Summit Public Utility District to Amend and Modify Ordinance No. 01-2012, Setting Sewer Rates and Charges

Motion: Adopt Ordinance 07-2018 of the Donner Summit Public Utility District to Amend and Modify Ordinance No. 01-2012, Setting Sewer Rates and Charges

By: Bob Sherwood
Second: Alex Medveczky

Roll Call Vote

Bob Sherwood	-	Aye
Phil Gamick	-	Aye
Cathy Preis	-	Aye
Alex Medveczky	-	Aye
Sara Schrichte	-	Aye

Motion Carries

6. Department Reports

A. Administration: Tom Skjelstad, General Manager

- 1. Sugar Bowl Property Owners Sewer Plan-** update on activities to connect property owners with septic systems to the District sewer system. Tom Skjelstad reported that the District will be sending out a letter to the Sugar Bowl property owners currently on septic systems. It is Tom Skjelstad's understanding that one of the property owners within the Sewer Plan area is installing a section of the sewer main in order to serve his lot. This will create the opportunity for approximately twelve to fourteen lots to connect to the District's sewer system.

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

1. **Waste Water Flow Data – for May-Reported.**
2. **Fresh Water Flow Data – for May-Reported.**
3. **Operations and Maintenance Summary –activities during the month of May.**

Operations WWTP

- ◆ Staff attended annual CWEA Sierra Section Safety Day.
- ◆ Received the rental centrifuge and had it set up. Staff assisted with getting power to the equipment and with startup.
- ◆ Discontinued ammonia feed to the reactors.
- ◆ Shut down until needed, both of the heat exchangers.
- ◆ Began using the sludge drying beds.

Operations Water Plant

- ◆ Closed the outfall gate at Lake Angela.
- ◆ Had annual inspection of Lake Angela Dam by Dam Safety.

Repair and Maintenance WWTP

- ◆ Cleaned out the emergency/irrigation storage tank.
- ◆ Dug out and resanded the sludge drying beds.

Repair and Maintenance WTP

- ◆ Cleaned and waxed the Tucker Snow Cat for winter storage.

C. Monthly Safety Committee Meeting Minutes, Month of May

Motion: Accept the Safety Committee Meeting Minutes for May

By: Bob Sherwood

Second: Alex Medveczky

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

Motion Carries

7. President's Report: None

7:03 Recess

7:07 Meeting resumed

8. **Committee Reports: Budget Committee-** presentation of the Draft Fiscal Year 2018/19 operations budget. Discussion and possible action. Sara Schrichte reviewed the memo dated June 15, 2018 with the Board. The key items were:

The budget is balanced meaning revenues meet expected expenses. The District will subsidize the CWSRF loan payment but not to the amount as in past years. This is due to the anticipated passage of the sewer rate increase. The increase is set up so that each fiscal year the District's subsidy will be less than the year before. By 2022/23 the District will no longer need to use its reserves to meet the loan payment.

Revenues

Changes from the 2017/18 budget include:

- ◆ Decreased revenue from Sierra Lakes County Water District. SLCWD's share of the wastewater treatment plant expenses are based on 34% of total wastewater expenses. This is down from 37% from last year.

Overall, revenue is expected to increase by \$156,600 or 6.4% over 2017/18.

Expenses

The noteworthy changes from the 2017/18 budget include:

- ◆ Cost of living adjustments for staff of 3.56%,
- ◆ Utilities increase of 3%,
- ◆ Professional Services decrease by 26%,
- ◆ Sludge removal increased by \$48,080 due to a new process used in order to recoat Reactor#1.
- ◆

Overall, expenses are expected to increase by \$83,149 or 3.3% over 2017/18.

Capital Items

The following capital items were approved during the 2017/18 budget discussions.

- ◆ \$12,000 for four fire hydrants. The District is in the process of replacing old and nonfunctioning fire hydrants.
- ◆ \$150,000 Lake Angela Dam tendon Project. This is a best guess estimate for tendon repairs. This item may be deferred until the 2018/19 fiscal year.
- ◆ \$95,000 for recoating of Reactor #1. SLCWD will contribute 34% to the total cost.

Motion: Approve the Draft Operating Budget for the Fiscal Year 2018/2019

By: Sara Schrichte

Second: Bob Sherwood

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

Motion Carries

10. Resolutions:

1. Resolution 2018-08 of the Donner Summit Public Utility District Establishing Appropriation Limits for the 2018/2019 Fiscal Year

Motion: Adopt Resolution 2018-08 of the Donner Summit Public Utility District Establishing Appropriation Limits for the 2018/2019 Fiscal Year

By: Bob Sherwood

Second: Phil Gamick

Roll Call Vote

Bob Sherwood - Aye

Phil Gamick - Aye

Cathy Preis - Aye

Alex Medveczky - Aye
Sara Schrichte - Aye

Motion Carries

2. Resolution 2018-09 of the Donner Summit Public Utility District Adopting the Sewer, Water and Administrative Service Department Budget for the 2018-2019 Fiscal Year

Motion: Adopt Resolution 2018-09 of the Donner Summit Public Utility District Adopting the Sewer, Water and Administrative Service Department Budget for the 2018-2019 Fiscal Year

By: Sara Schrichte
Second: Alex Medveczky

Roll Call Vote

Bob Sherwood - Aye
Phil Gamick - Aye
Cathy Preis - Aye
Alex Medveczky - Aye
Sara Schrichte - Aye

Motion Carries

12. Closed Session: Pursuant to Government Code Section 54956.9 (b) (1). Significant Exposure to Litigation.

7:19 p.m. Pursuant to the California Government Code §54956.9 the Board of Directors went into closed session.

7:30 p.m. The regular Board meeting resumed.

Cathy Preis stated that no action was taken in closed session.

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. Phil Gamick requested that the matter of the District usage of electrical power at Donner Ski Ranch be on the July agenda.

14. Adjournment:

Motion: Adjourn Meeting at 7:44 p.m.
By: Bob Sherwood
Second: Alex Medveczky
Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstain

Motion Carries

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

Respectfully Submitted,

