

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: May 18, 2010**

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 Court, Fair Oaks, CA 95628; Hal Kessler, by telephone; Susan Snider; Amber Waddle

1. Call to Order

The Regular Meeting of May 18, 2010 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, California.

2. Roll Call

Cathy Preis, President	- Present
Dave Oneto, Vice President	- Present
Bob Sherwood, Secretary	- Present
Philip Gamick, Director	- Absent
Taylor Dolph, Director	- 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 April 2010 --
\$ 180,445.11**

**B. Cash Disbursements – Payroll, Month of April 2010 --
\$ 80,432.68**

C. Regular Meeting Minutes of April 20, 2010

**D. Financial Statements through January 31, 2010, February 28, 2010,
March 31, 2010**

Motion: Accept the Consent Calendar
By: Bob Sherwood
Second: Dave Oneto
Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstain

Motion Carries

President Preis requested that the Policies be placed on the June agenda.

6. Department Reports

A. Administration: Tom Skjelstad, General Manager

1. **Status of the DSPUD's Planning Loan Request-** update on the District's loan request from the California State Revolving Fund Loan program and the United State Department of Agriculture funding program. Reported.

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

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

Operations WWTP

- Paul Schott and Jim King met with John Booth of Boreal to discuss upcoming plans that they have for the Soda Springs Ski resort to add another Magic carpet Ski Area.

Repairs and Maintenance WWTP

- Replaced rebuilt anoxic zone mixer in Plant-1.
- Replaced belts on Plant-1 blower
- Serviced blowers 1, 3, and 4.

Laboratory

- Purchased a new ammonia analyzer to replace failed one.

C. Monthly Safety Committee Meeting Minutes, Month of April

Motion: Accept the Safety Committee Meeting Minutes for April
By: Bob Sherwood
Second: Taylor Dolph
Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstain

Motion Carries

7. President's Report:

None

8. Committee Reports:

A. Budget and Finance- Budget and Finance Committee presentation of the 2010/2011 Fiscal Year Draft Operating Budget. Cathy Preis reported the following on the draft operating budget for the fiscal year 2010/2011. The budget is balanced and no rate increase is recommended. The draft budget provides for a net revenue of \$132,682 an increase of approximately \$26,220 over last year. Revenues are projected to increase by \$32,171 over last year and expenses are projected to increase by \$5,951.

Revenues

The rate increase of 09/10 provided sufficient revenues for the upcoming fiscal year. The closure of the Cal Trans rest areas for an estimated twelve month period has an adverse impact to revenues of \$29,565.

Expenses

The Committee has discussed with staff the possibility of a cost of living adjustment of 2.4% which would increase the draft budget by \$10,976. If granted, the projected net revenue would be \$121,706. For the fiscal year 2009/10 salaries and wages were frozen at the 08/09 levels. The General Manager has offered to forgo a cost of living raise for his position.

Professional services increased due in part to a public outreach program during the treatment plant improvement and expansion project, and attorney fees to negotiate a new EDU count for the Cal Trans rest areas.

Utilities and laboratory testing were adjusted downward to reflect actual experience. Inflow and infiltration is increased to provide for a more aggressive and realistic program.

Facility maintenance and repairs are increased to either upgrade or remove lift station #3.

Motion: Approve the Draft Budget for the Fiscal Year 2010/2011

By: Bob Sherwood

Second: Taylor Dolph

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

Motion Carries

Motion: Approve the 2.4% COLA increase

By: Bob Sherwood

Second: Taylor Dolph

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

Motion Carries

B. Joint Wastewater Facilities- Preferred Project Recommendations to Donner Summit Public Utility District and Sierra Lakes County Water District Board of Directors. The Donner Summit Public Utility District and Sierra Lakes County Water District has met, reviewed and discussed the Preliminary Draft of the Donner Summit Public Utility District Wastewater Facilities Plan date March 2010.

At its June 26 2009 meeting, the Committee directed ECO:LOGIC Engineering to investigate five biological wastewater treatment options. The five options that are discussed in detail in the Draft Facilities Plan are:

1. Upgrade the existing IFAS, 2 - Stage
2. Upgrade the existing IFAS, 4 – Stage
3. New IFAS, 4 – Stage
4. Submerge Attached Growth
5. MBR 4 – Stage

The Committee met on May 3, 2010 to decide on a recommendation to the DSPUD and SLCWD Board of Directors. The decision is the result of a review process that covered several meetings and teleconferences with the respective District engineers ECO:LOGIC (Jeff Hauser and Robert Emerick), and Waterworks (Jim Geselbrach). The Committee thoroughly reviewed and discussed the plan during the evaluation and as a result of this process several amendments were recommended for inclusion in the final draft that will be presented to the DSPUD and SLCWD Board of Directors. Jeff Hauser is in the process of incorporating these amendments into the final draft plan which should be presented to the respective Boards and public by May 20, 2010.

The Committee's recommendation is listed below:

- Additional storage is necessary to equalize erratic flows that can occur during winter months. A decision on the amount will depend on the cost difference between 500,000 gallons (the plan recommendation) and 700,00 (staff's desired amount);
- Provide a boiler/heat exchanger in order to heat the influent to temperatures sufficient to provide for normal biological process to occur 7C or higher;
- Install a Membrane Bio Reactor process system;
- Additional beneficial modifications to existing infrastructure and systems-improve the sludge holding tank, improve the ammonia feed system, carbon storage and feed system, and new and upgraded blower system;
- The project will be in a single phase, including improvements and expansion.

At this time the Committee in not recommending the following:

- Bio-stimulation storage. River monitoring will continue to determine the most appropriate response;
- Dilution credits for disinfection-by-products will not be pursued further. Instead investigation of other disinfectant systems will be studied. (The DSPUD previously determined that the pursuit of dilution credits for nitrates would be discontinued.)

Other decisions:

- Final determination of the number of EDU's will be deferred until initiation of the engineering design;
- The CEQA process will be initiated as soon as the snow melts from the wastewater treatment plant site;
- Studies for heavy metals, aluminum, copper, etc. will continue with results incorporated into the plan.

9. **Resolutions:** None

10. **Correspondence:** None

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.

13. **Adjournment**

Motion: Adjourn Meeting at 7:06 P.M.

By: Dave Oneto

Second: Bob Sherwood

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

Motion Carries

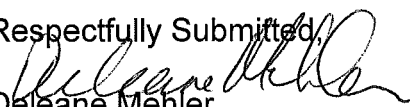
Schedule of Upcoming Meetings

Regular Meeting - June 15, 2010

Regular Meeting - July 20, 2010

Regular Meeting - August 17, 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