

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: October 15, 2019

STAFF PRESENT: Tom Skjelstad, General Manager; Jim King, Plant Manager; Deleane Mehler, Office Assistant

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 October 15, 2019 of the Donner Summit Public Utility District Board of Directors was called to order at 6:06p.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: None

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 September \$106,619.47**
- B. Cash Disbursements–Payroll, Month of September \$ 88,618.69**
- C. Regular Meeting Minutes of September 17, 2019**

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. **USDA Loan for Big Bend Water Project-** Tom Skjelstad reported that the District had secured the loan for the project in the amount of \$336,000. Unfortunately, the low bid for the project was \$404,000. After discussing this with the USDA staff the District was able to secure a loan for \$452,000. This will help the District recoup some of its expenses for equipment, materials and wages. The criteria for the amount was the most the District could borrow without adjusting water rates to the Big Bend customers.
2. **Big Bend Water Project** – Tom Skjelstad reported that Tom Skjelstad reported that BWD Construction has begun construction on the Big Bend Water Treatment Plant. The concrete has been poured for the footing/foundation for the treatment building. The District is approximately 70% complete with our portion of the project. The project should be completed by mid-November.
3. **Wythes' Sewer Line** - update on the alignment of the Wythes' sewer line in Sugar Bowl. Tom Skjelstad reported that the contractor is breaking ground on October 14, 2019 and the project will be complete mid-November if all goes according to the plan.
4. **Draft Agreement between the District and Wythes-** Tom Skjelstad reported that the draft agreement outlining the District's participation in the sewer installation and other items is in the rewriting stage.

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

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

Operations WWTP

- Finished draining the sludge storage tank for cleaning, inspection and decant arm repair.
- Had PG&E service disconnected at two sites that were no longer in use.
- Plant Manager worked with Eco-Green Solutions representative in the review of all lighting, sewer lift stations, water plant, Boreal pump station and the wastewater treatment plant to see what might qualify for the PG&E program.
- Began feeding ammonia and Micro C to the reactors in preparation for winter service.

Operations Water Plant

- Installed a static mixer up by the outlet from Lake Angela to the water treatment plant for better mixing of chemicals, improving treatment filter performance.

Repair and Maintenance WWTP

- Completed cleaning and repairs to the sludge storage tank and put it back into service.
- Had paved areas around the treatment plant crack sealed.
- Assisted outside contractor (Xylem) with updates to the UV control system.
- Repaired sewer main on T Bat Ct. that was damaged by private contractor.
- Had outside contractor replace the rollup doors on the upper shop.

Repair and Maintenance WTP

- Began feeding ammonia and Micro C to the reactors in preparation for winter service.

C. Monthly Safety Committee Meeting Minutes, Month of September

Motion: Accept the Safety Committee Meeting Minutes for September

By: Sara Schrichte

Second: Alex Medveczky

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

Motion Carries

7. Resolutions: None

8. Closed Session: None

9. 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.

10. Adjournment:

Motion: Adjourn Meeting at 6:40 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 - November 19, 2019

Regular Meeting - December 17, 2019- tentatively scheduled

Regular Meeting - January 21, 2020

Respectfully Submitted,

Deleane Mehler
Administrative Assistant

