

**Donner Summit Public Utility District
Board of Directors Regular Meeting
Agenda
Tuesday, August 18, 2020 - 6:00 P.M.
DSPUD Office, 53823 Sherritt Lane, Soda Springs California**

For the Regular Meeting (Section 54954), August 18, 2020 at 6:00 P.M., the meeting will be conducted via Zoom due to the COVID-19 pandemic and in accordance with Governor Newsom's Executive Order N-29-20. **The Zoom Meeting ID 930 7886 5200 Password 221096** **If your computer does not have audio or visual capabilities, you may participate in the meeting by phone 1 669-900-6833.**

Any member of the public desiring to address the Board on any matter within the Jurisdictional Authority of the District or on a matter on the Agenda before or during the Boards consideration of that item may do so **by logging into Zoom and using the meeting ID and password or dial in only number referenced above.** After receiving recognition from the Board President, please give your Name and Address (City) and your comments or questions. In order that all interested parties have an opportunity to speak, please limit your comments to the specific topics of discussion.

Unless specifically noted, the Board of Directors may act upon all items on the Agenda.

1. **Call to Order**
2. **Roll Call**
3. **Clear the Agenda**
4. **Public Participation** – please limit your comments to 5 minutes.
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 \$159,839.74**
- B. **Cash Disbursements–Payroll, Month of July \$88,247.81**
- C. **Regular Meeting Minutes of July 2020**
- D. **Financials for the month of June 2020**

6. Department Reports

- A. **Administration: Tom Skjelstad, General Manager**
 1. **USFS Land Exchange-** exploratory inquiry with USFS for parcel under SUP where the wastewater treatment facility is located. Discussion.
 2. **Easement Signature Policy-** develop policy for District signatories to easement documents. Discussion and possible action.

3. **Gibson and Company Proposal to Conduct an Audit of Financial Statements of Donner Summit Public Utility District.** - annual engagement letter for auditing services. Discussion and Action.
4. **Cessation and Extinguishment of Special Tax Lien-** extinguishing tax lien for parcels located in Community Facilities District No. 1 and No. 3. Discussion and action.
- B. **Sewer and Water Department – Jim King, Chief Plant Operator**
 1. **Waste Water Flow Data – for July**
 2. **Fresh Water Flow Data – for July**
 3. **Operations and Maintenance Summary – activities during the month of July.**
- C. **Monthly Safety Committee Meeting Minutes, Month of July.**
7. **Committee Report: Succession Planning Committee:** report from Committee meetings and recommendation on a succession plan when the General Manager's contract expires on 10/17/2021. Discussion and possible action.
8. **President Report- None**
9. **Resolutions: None**
10. **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.
11. **Adjournment:**

Schedule of Upcoming Meetings

Regular Meeting - September 15, 2020
Regular Meeting - October 20, 2020
Regular Meeting – November 17, 2020

We certify that on August 14, 2020 a copy of this agenda was posted in public view at 53823 Sherritt Lane Soda Springs, California and the Soda Springs/Norden Post Office.

Deleane Mehler
Administrative Assistant

Tom Skjelstad
General Manager