

**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: April 18, 2017**

**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 95628

**1. Call to Order**

The Regular Meeting of April 18, 2017 of the Donner Summit Public Utility District Board of Directors was called to order at 6:10 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	- Absent

**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 March 2017--\$179,979.36**
- B. Cash Disbursements–Payroll, Month of March 2017--\$75,226.91**
- C. Regular Meeting Minutes of March 21, 2017**
- D. Financials through February 2017**

**Motion: Accept the Consent Calendar**

By: Bob Sherwood

Second: Sara Schrichte

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

**Motion Carries**

## 6. Department Reports

### A. Administration: Tom Skjelstad, General Manager

1. **Rural Community Assistance Corporation-** communication from RCAC outlining their approach to rate studies and timeline to complete. Tom Skjelstad reviewed the April 5, 2017 email from Mary Fleming Leslie. He provided the board his thoughts regarding what he believes to be the best approach to the rate study.

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

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

#### Operations WWTP

- Staff continued to work on clearing the snow from the sludge drying beds.

#### Operations WWTP

- Had Sauers’s Engineering prepare and send a letter to the State Water Resource Control Board Division of Drinking Water (SWRCD-DDW) a request to be given CT credits for the upgraded clearwell. This would allow staff to decrease the amount of chlorine needed to meet the States current requirements for CT.

#### Repairs and Maintenance WWTP

- Replaced both headlights on the 2005 Toyota.

#### Repairs and Maintenance WTP

- Replaced a broken mirror on the Tucker snowcat.

4. **Status of the Water Treatment Plant Upgrade Project-** project update. Reported.

### C. Monthly Safety Committee Meeting Minutes, Month of March

**Motion: Accept the Safety Committee Meeting Minutes for March**

By: Phil Gamick

Second: Sara Schrichte

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

#### Motion Carries

## 7. President’s Report:

1. **Proposed date change for the May 16 Board meeting.** It was decided to reschedule the May Board meeting to May 9, 2017.

**8. Committee Reports:**

1. **Renegotiation of the District’s Clean Water State Revolving Fund Loan-** status of ongoing negotiations. Verbal report by Director Schrichte. She reported that the negotiations are ongoing. Discussion ensued.

**9. Ordinances: None**

**10. Correspondence: None**

11. **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. None.

**12. Adjournment:**

**Motion: Adjourn Meeting at 6:40 p.m.**  
By: Bob Sherwood  
Second: Phil Gamick  
Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstain  
**Motion Carries**

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

Respectfully Submitted,

Deleane Mehler  
Administrative Assistant

Schedule of Upcoming Meetings

Special Meeting - May 9, 2017  
Regular Meeting - June 20, 2017  
Regular Meeting - July 18, 2017