

DONNER SUMMIT PUBLIC UTILITY DISTRICT

Minutes of the Regular Meeting of September 18, 2007 the Board of Directors of the Donner Summit Public Utility District

STAFF PRESENT: Tom Skjelstad, General Manager, Jim King, Plant Manager,
Kristy Champagne, Recording Secretary to The Board

OTHERS PRESENT: Geoffrey O. Evers, General Counsel, Mike Livak, Royal Gorge
LLC, Big Bend Water Users Association, Karen Nelson and Dean
Marsh, Sauers Engineers, Charlie Hautz, Local Plumber, Private
Contractor

1. Call to Order

The Regular Meeting of September 18, 2007 of the Donner Summit Public Utility District Board of Directors was called to order at 6:16 pm, by President Cathy Preis, at the Board Meeting Room located at 53823 Sherrit Lane, Soda Springs California. Krsity Champagne is taking notes as Recording Secretary.

2. Roll call

Cathy Preis, President	- Present
Rachel Tolmachoff, Vice President	- Present
Bob Sherwood, Secretary	- Absent (Excused)
Dave Oneto, Director	- Present
Phil Gamick, Director	- Present

3. Clear the Agenda

4. Public Forum - 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 August 2007 --\$148,138.99
- B. Cash Disbursements – Payroll, Month of August 2007 --\$38,322.78
- C. Regular Meeting Minutes – August 21, 2007

Motion: To Approve The Consent Calendar

By: Rachel Tolmachoff

Second: Dave Oneto

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

Motion Carries

6. Department Reports

A. Administration: Tom Skjelstad, General Manager

1. **DSPUD Waste Discharge Permit Renewal and Royal Gorge- correspondence between DSPUD and Royal Gorge re: Royal Gorge's projected wastewater flows and loads and annexation into DSPUD's boundaries.** Manger Skjelstad provided the Board with numerous correspondence between DSPUD, Royal Gorge and the staff of the State Water Quality Board. Skjelstad advised the Board that the District would not submit Royal Gorge estimated wastewater flows and loads to the State Board and annexation of Royal Gorge properties into District boundaries was premature. Mike Livak, Royal Gorge Project Manager approached the Board with his response that an annexation would potentially enhance the future of both Royal Gorge and DSPUD.
2. **Presentation of Bids Received for the SCADA (Supervisory Control and Data Acquisition) Project** – review of bids and recommendation to award contract. Dean Marsh of Sauers Engineers approached the Board and explained the interviewing process of potential bidders. Mr. Skjelstad asked the Board to allow staff to make the final selection for the award of contract for the SCADA project. The Board agreed to allow staff to award the final contract for the SCADA project based on further evaluation of all the bids.

Motion: Authorize Manager Skjelstad to Sign Award of Bid for the SCADA Project

By: Rachel Tolmachoff

Second: Phil Gamick

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

Motion Carries

3. **Big Bend Water Users Association** - presentation of water issues at Big Bend, Placer County. Discussion of issues and possible methods of how to proceed. – Karen Nelson of Sauers Engineers approached the Board with maps and locations of BBWUA Ms. Nelson asked the Board to entertain discussion of annexing the BBWUA area into the District for administrative and technical support. Manager Skjelstad recommended that staff be authorized to conduct preliminary

investigation discussions with BBWUA and Karen Nelson. The Board directed staff to enter into discussions and report back to the Board on a monthly basis.

4. **Draft Scope of Work- Wastewater Facilities Planning and Design- proposal from wastewater treatment plant expansion.** Manager Skjelstad recommended the Board accept ECO: LOGIC's proposal contingent on a letter back to DSPUD staff assuring that Jeff Hauser will be chief design engineer. Staff asked the Board to allow Cathy Preis, Board President to sign proposal contract.

Motion: Allow Cathy Pries to sign The ECO: LOGIC's Proposal as long as it meets the Board Of Directors criteria

By: Rachel Tolmachoff

Second: Phil Gamick

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

Motion Carries

5. **Request to Purchase Recycled Water (treated effluent) by Teichert Construction Co. for Dust Control and Concrete Mixing on the Interstate 80 Improvements Project-** request from Teichert to purchase, and recommendation from staff to sell, recycled water from the District to Teichert for use as dust control and concrete mixing on the highway improvements project. – Staff continues its negotiations with Teichert and will work on filing for another permit over the winter for next seasons project with Granite Construction for the Norden / Kingvale project.- Reported
6. **Request From Brentwood Industries for District to Pay Sales Tax on the Accu Web Project -** Brentwood is requesting the District pay sales tax for past project materials.- This item moved into closed session

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

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

C. Safety Committee Meeting Minutes

1. Administrative and Operations Department Safety Committee – August Minutes- Reported

Motion: To Approve Safety Meeting Minutes

By: Dave Oneto

Second: Rachel Tolmachoff

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

Motion Carries

7. President's Report

- A. Mixer with Sierra Lakes County Water District Board and Staff.
Date to be announced

8. Committee Reports:

- A. Personnel:
1.) Performance Evaluation: General Manager. Closed session.

9. Public Participation- Charlie Hautz, local Plumber and Private Contractor, approached the Board with a recommendation that the Ordinance for Sewer Lateral testing be revised and brought up to date, specifically the amount of money held in escrow. The Board asked staff to review the Sewer Lateral Ordinance and report back to the Board.

10. Correspondence: none

11. CLOSED SESSION:

- A. Conference with Legal Counsel –** Pending Litigation pursuant to subdivision (a) of Section 54956.9. of the California Government Code.
1.) Donner Summit Public Utility District vs. Truckee Fire Protection District; Case No. PC20070542 – El Dorado County
- B. Regarding Initiating or Deciding to Initiate Litigation** pursuant to subdivision (c) of Section 54956.9. of the California Government Code.
1.) Brentwood Industries, Inc.
- C. Performance Evaluation:** General Manager, Pursuant to Subdivision 54957 of the California Government Code.

12. Renewal of the General Manager's Contract-The Board and Manager Skjelstad discussed the new contract. The Board complimented Manager Skjelstad's performance and Manager Skjelstad stated that he is pleased to serve the District.

Motion: Renewal of Manager Tom Skjelstad contract with the Donner Summit Public Utility District

By: Phil Gamick

Second: Rachel Tolmachoff

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

Motion Carries

- 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.

- 14. Adjournment**

Motion: To Adjourn at 9:08 pm

By: Phil Gamick

Second: Dave Oneto

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

Motion Carries

Schedule of Upcoming Meetings

Regular Meeting - October 16, 2007

Regular Meeting - November 20, 2007

Regular Meeting - December 18, 2007

The wordings of these minutes are as read from the notes taken by the recording secretary.

Respectfully submitted,

Kristy S. Champagne