

**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: September 18, 2018**

**STAFF PRESENT:** Tom Skjelstad, General Manager; Jim King, Plant Manager;  
Julie Bartolini, Office Manager

**OTHERS PRESENT:** Pat Malberg

**1. Call to Order**

The Regular Meeting of September 18, 2018 of the Donner Summit Public Utility District Board of Directors was called to order at 6:04 p.m. by Vice President Sara Schrichte, at 53823 Sherritt Lane Soda Springs, California.

**2. Roll Call**

Cathy Preis, President	- Absent - Excused
Sara Schrichte, Vice President	- Present
Bob Sherwood, Secretary	- Present
Philip Gamick, Director	- Present
Alex Medveczky	- Absent - Excused

**3. Clear the Agenda:** No Changes.

**4. Public Participation:** Pat Malberg informed the Board that May 2019 is the 150<sup>th</sup> anniversary of the Golden Spike. There will be a community meeting on October 10, 2018 at 6:00 p.m. at the Truckee Airport to discuss the celebration.

**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 2018- \$220,030.49**
- B. Cash Disbursements—Payroll, Month of August 2018- \$84,444.55**
- C. Regular Meeting Minutes of August 21, 2018, Special Meeting Minutes of August 25, 2018**

**Motion: Accept the Consent Calendar**

**By: Phil Gamick**

**Second: Bob Sherwood**

**Vote: 3 Ayes, 0 Noes, 2 Absent, 0 Abstain**

**Motion Carries**

## 6. Department Reports

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

1. **Sugar Bowl Property Owners Master Sewer Plan-** update on activities to connect property owners with septic systems to the District sewer system. Tom Skjelstad reported that staff approved the Sewer Main Improvement Plans that will extend service to six properties. It is his understanding that construction is to begin later this month and completed this fall.
2. **Big Bend Water Project** – staff request to conduct a Proposition 218 water rate increase hearing for the project. Discussion and possible action. Included in the Board Packet was a memo from Hansford Economic Consulting regarding Big Bend Water Rates. Tom Skjelstad reviewed the Technical Memorandum dated September 6, 2018 prepared by Hansford Economic Consulting. The memo points out three differences from the handout at the workshop held August 25 at the USFS Big Bend Fire Station. They are 1.) the USDA requirement that a one year debt service be accumulated over the first ten years of repayment, 2.) the interest rate went from the current 3.875% to a projected 4.125% 3.) a 3% annual automatic inflation rate was added.

Direction was given to staff to begin the Proposition 218 rate hearing process and conduct a Public Hearing at the November 20, 2018 Board meeting.

3. **Lake Angela Dam Inundation Map/Study and Emergency Action Plan-** staff recommendation to award the State required/mandated study. Discussion and possible action. As was reported verbally at last month's Board meeting, the District as owners of a dam are required to conduct a Dam Break Analysis/Inundation Mapping and Emergency Action Plan by a qualified engineering firm for Lake Angela Dam.

Water Code section 6161(a) requires owners of state jurisdictional dams, except those classified as low hazard, to prepare and submit inundation maps for Department approval. Water Code Section 161(a)(3) requires owners to develop and submit EAPs based on Department-approved inundation maps. Water Code Section 6161(d)(1) requires owners of extremely high hazard dams to submit EAPs by January 1, 2018. Owners of high hazard dams are required to submit EAPs by January 1, 2019. Owners of Significant hazard dams are required to submit EAPs by January 1, 2021. Water code section 6002.5 defines critical appurtenant structure. Government Code Section 8589.5 states what shall be included in an EAP.

On August 9, 2018 the District sent Request for Proposals to six engineering firms.

Tom Skjelstad reviewed with the Board:

- The six engineering firms contacted with the Request for Proposals:
- The three firms that returned the proposals
- The point system used to evaluate the proposals
- Cost/fee estimate  
GEI Consultants- \$40,437  
West Consultants- \$40,979  
Domenichelli and Associates- \$22,860

After reading and grading each Proposal, staff recommends that Domenichelli and Associates be awarded the contract to conduct the study.

**Motion: Accept the Proposal from Domenichelli and Associates to Conduct the Lake Angela Dam Inundation Map/Study and Emergency Action Plan not to Exceed \$22,860.00.**

By: Bob Sherwood

Second: Phil Gamick

Vote: 3 Ayes, 0 Noes, 2 Absent, 0 Abstain

**Motion Carries**

**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 of August. Jim King reported the following:**

**Operations WWTP**

- Had site inspection from the State Water Resource Control Board.
- Began feeding ammonia to Reactor 2 in preparation for winter operations.
- Assisted with removal of brush from the proposed monument site in town.
- Replaced manhole cone on Donner Pass Rd.

**Operations Water Plant**

- Continued to make adjustments to the chemical feeds at the water plant.

**Repair and Maintenance WWTP**

- Had river road repaired by outside contractor.

**Repair and Maintenance WTP**

- Trouble shot problems with the chlorine tablet feeder.
- Finished the removal of the districts equipment from Donner Ski Ranch.
- Replaced failed valve and installed a new meter at Peninsula Ski Club.
- Replaced a hydrant at Sugar Bowl.

**Laboratory**

- Began spray irrigation sampling.

**C. Monthly Safety Committee Meeting Minutes, Month of August**

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

By: Phil Gamick

Second: Bob Sherwood

Vote: 3 Ayes, 0 Noes, 2 Absent, 0 Abstain

**Motion Carries**

**7. President's Report: None**

**8. Committee Reports: None**

**9. Resolutions: None**

**10. Closed Session: 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 6:44 p.m.**

By: Bob Sherwood

Second: Alex Medveczky

Vote: 3 Ayes, 0 Noes, 2 Absent, 0 Abstain

**Motion Carries**

Schedule of Upcoming Meetings

Regular Meeting - September 18, 2018

Regular Meeting - October 16, 2018

Regular Meeting – November 20, 2018

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

Respectfully Submitted,

Deleane Mehler

