

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: February 17, 2015

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 February 17, 2015 of the Donner Summit Public Utility District Board of Directors was called to order at 6:07 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	- Present

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 January 2015--\$183,711.87**
- B. Cash Disbursements –Payroll, Month of January 2015--\$67,280.86**
- C. Regular Meeting Minutes of January 20, 2015**
- D. Financials through December 2014**

Motion: Accept the Consent Calendar

By: Bob Sherwood

Second: Sara Schrichte

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

Motion Carries

6. Department Reports

A. Administration: Tom Skjelstad, General Manager

1. **Stantec Monthly Construction Report for the Month of January 2015.**Reported.
2. **Syblon Reid Progress Payment Request #28 DSPUD Disbursement Request #29** - Syblon's payment request for work performed and/or products purchased for the periods of January 1, 2015 to January 31, 2015 and DSPUD Disbursement Request #29.Reported.
3. **Draft Recycled Water Agreement-** Draft Agreement between DSPUD and Boreal Ridge Corporation dba Soda Springs Ski Area for use of recycled water at Soda Springs Ski Area. Tom Skjelstad reported that as previously discussed Soda Springs Ski Area would like to use the District recycled water for its snowmaking operations. Tom Skjelstad provided the Board of Directors with a preliminary draft agreement and has asked District council to insert liability and indemnification language and to review for other edits.

Bob Emerick is working on the permit, at Soda's expense, which would allow recycled water to be used for snow making.

Tom Skjelstad is doubtful that the permit and agreement will be adopted in time to make snow this year.

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

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

Operations WWTP

- Installed more spare part shelving in the Advanced Treatment Building.
- Staff continued to work closely with Stantec in the programing and verification of the plant control strategies.
- Restarted lime silo and began feeding lime slurry for pH and hardness control.
- Staff spent multiple hours working with the electrical contractor by having to shut down and restart multiple pieces of equipment and electronics.
- Added polymer to the sludge holding tank to improve on the quality of supernate. Staff was able to drop the level of the tank by 7'.

Operations Water Plant

- Signed off building permit for 783 Twin Berry Court.

- Located water service at 21865 Donner Pass Road.

Repairs and Maintenance WWTP

- Replaced chemical feed tubing on lime silo pump #2.
- Staff painted the walls in the old generator room and the new shop area in the ATB.
- Trouble shot problem with RAS pump #3 on the membrane system. Found a disconnected wire and reattached.
- Replaced the thermostat and water pump on the snowcat.
- Installed new shims in the Mini Ex control arm.

Repairs and maintenance WTP

- Replaced a blown fuse and the UPS back up power source for the main control panel at the water plant.

Laboratory

- Moved into remodeled lab room.

C. Monthly Safety Committee Meeting Minutes, Month of January

Motion: Accept the Safety Committee Meeting Minutes for January

By: Phil Gamick

Second: Alex Medveczky

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

Motion Carries

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

8. **Committee Reports:**

Wastewater Facilities Upgrade and Expansion Project, Ribbon Cutting Ceremony. Cathy Preis provided the Board of Directors with a review of the committee meeting. Cathy Preis reported that the Committee met and discussed the invite list, date and time, food and beverage, invitation format and logistics for the ribbon cutting ceremony of the new plant.

Date and Time

A tentative date of Saturday, June 27, 2015 between noon and four o'clock. Date is tentative depending upon Supervisor Montgomery's availability.

Food and Beverage

The event will be catered by either a Deli or a food truck. Soda and water will be provided.

Logistics

Self-guided tours with an official ceremony at 1 P.M.

While the tour will be self-guided, there will be an operations person at each building to explain the process of that particular building and answer any questions.

A three-fold brochure will be available illustrating the facility and a short and simple explanation of each facility.

Additionally, 3x5 poster boards will be at every location with a before and after picture. 3x5 poster boards at each location with a description of that particular facility.

A slide show will play continuously throughout the day at the office garage area. Slides will show the process of the project start to finish.

Director Preis will speak on behalf of the District and will introduce any of the dignitaries present. Sierra Lakes County Water District will be asked to have a Board member speak. Supervisor Montgomery will be asked to speak. If Governor Brown attends he will be asked to speak, also.

Manager Skjelstad will introduce all the consultants and contractors and say a few words.

9. Resolutions:

1. **Motion: Adopt Resolution 2015-01 of the Donner Summit Public Utility District Authorizing the General Manager to Sign Financing Agreement, Amendments, and Certifications for Funding Under the Drinking Water State Revolving Fund (DWSRF); Authorizing the General Manager to Approve for Reimbursement; Authorizing the General Manager to Execute Budget and Expenditure Summary; Authorizing the General Manager to Sign the Final Release Form and the General Manager to Sign the Certification of Project Completion; and Pledging and Dedicating Net Water Revenues from to Payment of DWSRF Financing.**

By: Bob Sherwood

Second: Sara Schrichte

Roll Call Vote

Bob Sherwood - Aye

Phil Gamick - Aye

Cathy Preis - Aye

Taylor Dolph - Aye

Sara Schrichte - Aye

Motion Carries

- 2. Motion: Adopt Resolution 2015-02 of the Donner Summit Public Utility District Authorizing the General Manager to Sign and File, for and on Behalf of the Entity, a Financial Assistance Application for a Financing Agreement from the State Water Resources Control Board for the Planning and/or Design of the Donner Summit Public Utility District Water Source Study.**

By: Sara Schrichte

Second: Bob Sherwood

Roll Call Vote

Bob Sherwood - Aye

Phil Gamick - Aye

Cathy Preis - Aye

Taylor Dolph - Aye

Sara Schrichte - Aye

Motion Carries

- 10. Correspondence: None**

- 11. Closed Session: None**

- 12. 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.

- 13. Adjournment:**

Motion: Adjourn Meeting at 7:00 p.m.

By: Bob Sherwood

Second: Phil Gamick

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

Motion Carries

Schedule of Upcoming Meetings

Regular Meeting - February 17, 2015

Regular Meeting - March 17, 2015

Regular Meeting - April 21, 2015

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

Respectfully Submitted,
Deleane Mehler

Administrative Assistant

