

**Donner Summit Public Utility District
Board of Directors Special Meeting
Agenda
Tuesday February 12, 2013 - 6:00 P.M.
DSPUD Office, 53823 Sherritt Lane, Soda Springs California
Sara Schrichte attending by telephone from 55479 Kuhio, Hanalei, HI, 96714**

For the Special Meeting (Section 54956), February 12, 2013 at 6:00 P.M., the meeting will commence at the District's Administration Office located at 53823 Sherritt Lane, Soda Springs California.

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. 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**
- 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 2013 --
\$271,714.19**
- B. Cash Disbursements – Payroll, Month of January 2013 --
\$61,768.80**
- C. Regular Meeting Minutes of January 15, 2013**
- D. Financial Statements, August 2012 – November 2012**

6. Department Reports

A. Administration: Tom Skjelstad, General Manager

- 1. Stantec Monthly Construction Report for the DSPUD Wastewater Facilities Upgrade and Expansion Project, Month of December, 2012-** monthly report of construction activity for December 2012.
- 2. DSPUD/Syblon Reid Fourth Progress Pay Request –** the Fourth Progress Pay Request Estimate for the DSPUD WW Facilities Upgrade and Expansion Project.
- 3. DSPUD Annexation of Big Bend Mutual Water Company-** formal application for DSPUD to annex the BBMWC.

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

- 1. Waste Water Flow Data –** for the Month of January
- 2. Fresh Water Flow Data –** for the Month of January
- 3. Operations and Maintenance Summary –** activities during the month of January.

C. Monthly Safety Committee Meeting Minutes, Month of January

7. President's Report: None

8. Committee Reports: None

9. Resolutions: None

10. Correspondence: The District received 2 letters from SDRMA stating the Donner Summit Public Utility District will receive a longevity distribution credit on the 2013-14 renewal invoices for the Workers' Compensation program in the amount of \$2,483.00 and on the Property/Liability program in the amount of \$ 4,910.00.

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

Schedule of Upcoming Meetings

Regular Meeting – March 19, 2013
Regular Meeting – April 16, 2013
Regular Meeting – May 21, 2013

We certify that on Friday, February 8, 2013 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

Thomas G. Skjelstad
General Manager