

**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: March 16, 2010**

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

**OTHERS PRESENT:** Geoffrey O. Evers, General Counsel; Amber Waddle; Susan Snyder; Hal Kessler

**1. Call to Order**

The Regular Meeting of March 16, 2010 of the Donner Summit Public Utility District Board of Directors was called to order at 6:05 p.m. by President Cathy Preis, at 53823 Sherritt Lane Soda Springs, California.

**2. Roll Call**

Cathy Preis, President	- Present
Dave Oneto, Vice President	- Present
Bob Sherwood, Secretary	- Absent
Philip Gamick, Director	- Present
Taylor Dolph, Director	- Present

**3. Clear the Agenda**

**4. Public Participation**

**5. Consent Calendar:**

- A. Cash Disbursements – General, Month of January 2010 - \$358,944.94, Month of February 2010 \$194,946.13**
- B. Cash Disbursements – Payroll, Month of January 2010 -- \$53,547.17, Month of February 2010 \$55,076.78**
- C. Regular Meeting Minutes of February 2, 2010**

**Motion: Accept the Consent Calendar**

**By: Dave Oneto**

**Second: Taylor Dolph**

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

**Motion Carries**

**6. Department Reports**

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

- 1. DSPUD Facilities Plan January/February 2010-** Tom Skjelstad stated that he and Jim King had reviewed the preliminary draft plan and discussed with Jeff Hauser. The draft plan is due to be released to the joint committee members by March 19, 2010. Tom mentioned that the project costs could exceed \$16,000,000 depending on the joint committee's recommendation and the DSPUD Board's decision. Tom also suggested that a joint Board meeting with the Sierra Lakes County Water District Board of Directors with Jeff Hauser in attendance would be beneficial to both districts.
- 2. Status of the DSPUD's Planning Loan Request-** Tom Skjelstad reported that all requested and required documents were turned into the State.
- 3. Wastewater Treatment Plant Improvement Financing –** Tom Skjelstad referred to his memo to the Board dated March 12, 2010. The original intent was to try and secure low cost funds for the entire community (DSPUD and SLCWD) but research and discussion with the State changed this scenario. The occupancy rate of each district is of concern to the State. The State prefers that at least 51% of the rate payers reside in the district full - time. Additionally, the medium household income of each district is a criteria used when determining the "small disadvantaged community" status that has been assigned to DSPUD but not SLCWD. Tom Skjelstad indicated that DSPUD could possibly qualify for up to \$7M loan through the SRF program which would require DSPUD to find additional funds if the project cost is \$16M or greater. Tom Skjelstad questioned what would happen if SLCWD's rate payers did not approve a rate increase (to fund SLCWD's share of the SRF loan) leaving DSPUD to pay the full amount of the loan.

Geoff Evers, DSPUD legal counsel advised the Board that DSPUD is the owner of the plant and SLCWD has a right to capacity only. Geoff stated it is not a good idea to share the funds and giving an example as to what would happen if one entity defaulted on the loan. He went on to state that DSPUD has no authority to assess or collect fees from SLCWD rate payers. Tom Skjelstad asked if it would be legal for the DSPUD

to “share” grant funds received by the District under the disadvantaged status. Tom Skjelstad went on to explain that both districts could consider issuing tax exempt bonds for sale to property owners within each district. The property owners who purchase them would benefit by receiving tax exempt bonds and investing in the community. He also questioned whether the project cost would be more than either district could qualify for in financing. He stated that the DSPUD may have to go back to the Regional Board and ask for assistance in securing financing.

Tom Skjelstad was directed by the Board to continue to seek financing on behalf of DSPUD for its share of the project based upon teaming with SLCWD could jeopardize the DSPUD small disadvantaged community status.

**4. Communications with Brentwood Industries Regarding the Accu-Web System** – Tom Skjelstad informed the Board that the letter from Brentwood Industries included in their packets was not Brentwood’s formal response to his letter dated February 8, 2010 (also included in the packet).

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

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

**Operations WWTP**

- Lead Operator Paul Schott won Operator of the Year for 2009 from the Sierra Section of the California Water Environmental Association (CWEA).
- The District changed there primary laboratory from Cranmer Analytical to Diamond Lab. The change was primarily due to quality and reliability of service.
- The plant manager met with representatives from a chemical company regarding the possible use of magnesium oxide in place of soda ash for pH, alkalinity and hardness control.

**Operations Water Plant**

- Responded to 4 complaints for cloudy water, with the cause still under investigation. Staff did find that one of the complaints (Young Life Building) was possibly caused by infrequent use of their 100 gallon hot water heater.

### **Repairs and Maintenance WWTP**

- Repaired a broken hydraulic hose on the district loader. Also installed clamps on repaired hose to protect it from future breaks.
- Repairs were completed on the SCADA lap top computer. It was found to have a bad DVD drive.
- Serviced backwash blowers for plant sand filters, changed oil and air filters.
- Installed new hot water heater at the administration building.

### **Monthly Safety Committee Meeting Minutes, Month of January, Month of February**

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

By:

Second:

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

**Motion Carries**

- 7. President's Report:** None
- 8. Committee Reports:**
  - A. Board Policy Committee-** report from meetings of the Board Policy Committee and presentation of DRAFT policies. Action on this item is not anticipated at this meeting.
- 9. Correspondence:** Letter from Donner Ski Ranch regarding DSPUD use of DSR facilities.
- 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.

12. **Adjournment**

Schedule of Upcoming Meetings

Regular Meeting - April 20, 2010  
Regular Meeting - May 18, 2010  
Regular Meeting - June 15, 2010

The wording in these minutes are as reread from the notes by the General Manager.

Respectfully Submitted,



Thomas G. Skjelstad  
General Manager