

**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: July 19, 2016**

**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; Bob Sherwood

**1. Call to Order**

The Regular Meeting of July 19, 2016 of the Donner Summit Public Utility District Board of Directors was called to order at 6:10 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	- Absent - Excused
Philip Gamick, Director	- Present
Alex Medveczky	- Present

**3. Clear the Agenda:** Tom Skjelstad stated that he heard from the State and the Water Treatment Plant loan was approved. He asked that the Notice of Award of Bid be added to the agenda.

**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 June 2016--\$122,521.69**
- B. Cash Disbursements—Payroll, Month of June 2016-- \$69,561.95**
- C. Special Meeting Minutes of June 15, 2016**
- D. Regular Meeting Minutes of June 21, 2016**
- E. Financials for April and May**

**Motion: Accept the Consent Calendar**

By: Sara Schrichte

Second: Alex Medveczky

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

**Motion Carries**

## 6. Department Reports

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

1. **Status of DWSRF Loan for the Water Treatment Plant Upgrade Project-** report on project funding. Tom Skjelstad reported that all the loan documents were signed by both the State and the District last week. The Project is funded.
2. **Status of the Water Treatment Plant Upgrade Project-** update of the project. Tom Skjelstad reported that the Notice to Proceed was executed on July 12, 2016. The filter manufacturer, ADI, has begun fabrication. Manito Construction, Inc. will conduct on-site mobilization the week of July 24, 2016 and begin ground breaking the week of August 1, 2016. He then informed the Board that on Friday July 8, 2016 the State informed the District they have not approved the filter manufacturer. The District and Sauers Engineering are working with the State to resolve this matter.
3. **Draft Ordinance** - discussion of a draft ordinance establishing procedures for relinquishing and acquiring unused sewer capacity. Lengthy discussion ensued. The Board asked that at the next meeting a copy of the current EDU ordinance be included in the Board packet.

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

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

#### Operations WWTP

- Reinstalled the lime feed pumps and began feeding lime at the headworks for pH and hardness control.
- Processed and sent out 9 sludge dumpsters.
- Completed installation of sprinklers at the spray irrigation site.

#### Repairs and Maintenance WWTP

- Serviced irrigation pumps 14 and 15.

#### Laboratory

- Conducted extra coliform testing at Big Bend.
- Conducted special copper testing the water effect ratio study.
- Conducted annual chronic bioassay testing on the effluent.

### C. Monthly Safety Committee Meeting Minutes, Month of June

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

**By:** Phil Gamick

**Second:** Alex Medveczky

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

**Motion Carries**

**7. President’s Report: None**

**8. Committee Reports:**

**Joint Facilities Committee:**

**A. Long Term Service Agreement with Sierra Lakes County District-** discussion regarding the DRAFT Long Term Service Agreement between DSPUD and Sierra Lakes, for the treatment of Sierra Lakes wastewater. Discussion and direction to the Committee members. Geoff Evers stated that in general he finds the agreement fine; he has some stylistic changes but nothing substantive. Tom Skjelstad provided the Board an overview of the agreement.

**9. Resolutions: None**

**10. Correspondence: 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. The Board asked that Board compensation be on the August agenda.

**12. Adjournment:**

**Motion: Adjourn Meeting at 7:32 p.m.**

By: Phil Gamick

Second: Alex Medveczky

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

**Motion Carries**

Schedule of Upcoming Meetings

Regular Meeting - August 16, 2016

Regular Meeting - September 20, 2016

Regular Meeting - October 16, 2016

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

Respectfully Submitted,

Deleane Mehler  
Administrative Assistant