

**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: November 15, 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; Joe Julio, Gibson & Company, Inc.

**1. Call to Order**

The Regular Meeting of November 15, 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	- 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 October 2016--\$102,965.65**
- B. Cash Disbursements--Payroll, Month of October 2016--\$73,446.31**
- C. Regular Meeting Minutes of October 18, 2016**

**Motion: Accept the Consent Calendar**

By: Bob Sherwood

Second: Phil Gamick

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

**Motion Carries**

**Financial Statements for the Fiscal Year 2015/16-** the District's annual independent auditor's report. Joe Julio of Gibson & Company, Inc., Certified Public Accountant will be present to review the report. Discussion and possible action. Joe Julio from Gibson and Co. presented the Draft Financial Statements for Fiscal Year ending June 30, 2016.

**Motion: Approve the Financial Statements for the Fiscal Year Ending June 30, 2016, as Presented by Joe Julio**

By: Sara Schrichte

Second: Alex Medveczky

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

**Motion Carries**

## 6. Department Reports

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

1. **Status of the Water Treatment Plant Upgrade Project-** project update. Reported.
2. **Water Treatment Plant Upgrade Project Pay Requests #1 and 2-** Manito Construction progress pay requests. Reported.
3. **WWTP Reactor Basin Coating Project-** project update. Tom Skjelstad reported that Eurostyle Management, (the Contractor for the project) has completed its work. From everything that was reported they did an excellent job. Included in the Board packet were Pay Requests 1 and 2, along with 2 Change Orders.
4. **Miscellaneous Electrical Project Bids-** project update. Reported.
5. **Meeting with Darrin Polhemus, Deputy Director, State Water Resources Control Board, Division of Financial Assistance-** report from the meeting of October 25. As reported at last month's Board meeting, Tom Skjelstad, Sara Schrichte, Catherine Hansford and Tim Madden (lobbyist) met with Darrin Polhemus, Deputy Director, Division of Financial Assistance, State Revolving Fund.

The purpose of the meeting was to discuss CLA's Final Financial Checkup report and present Darrin Polhemus with exhibits that were developed by staff and Hansford Economics.

In general the meeting very well. Darrin Polhemus was attentive, engaging and somewhat empathetic. Takeaways from the meeting were:

- We convinced Darrin Polhemus that the District does serve a small disadvantaged community;
- The District will need to convince the State Water Resource Control Board (SWRCB) that it serves a small disadvantaged community (we will have our work cut out for us);
- In order to move forward with any changes the District Board would need to make a request in writing to SWRCB requesting a change. This gets their formal process moving.

- SWRCB staff would make a recommendation to the board on what changes if any are warranted. This info would be made publically available 10 days prior to the board meeting. Darrin Polhemus suggested that info might be made available to the District before the 10 day notification requirement.
- If the DSPUD Board wanted something different than what the SWRCB staff is recommending they could present its position before a SWRCB Board meeting.

The District has made great progress in its efforts to restructure the CWSRF loan. The District is now at a point where we need to let the SWRCB staff, and possibly the Board itself, know what it is we are seeking.

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

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

### **Operations WWTP**

- Began discharge to the South Yuba River on 10/24/16.
- Contractors completed the coating of reactor #2 inside and outside. Also coated the outside of Reactor #1 and EQ #1.
- Staff worked with Gabe Aronow at Stantec regarding sewer system evaluation at Sugar Bowl.
- Staff met with the engineer who put together the risk management plan for our ammonia feed system as required by Nevada County.

### **Operations Water Plant**

- Distributed drinking water lead and copper test results to participating home owners.
- Opened gate at Lake Angela per the Division of Dam Safety requirements.

### **Repairs and Maintenance WWTP**

- Received assistance from CAL TRANS on the installation of snow poles in and around the plant.
- Serviced standby generators at sewer lift stations N-1, N-2 and station 8.

### **Repairs and Maintenance WTP**

- Serviced standby generator at the FW plant.

## **C. Monthly Safety Committee Meeting Minutes, Month of October**

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

**By: Bob Sherwood**

**Second: Sara Schrichte**

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

**Motion Carries**

**6. President's Report:**

- 1. Board Compensation- Health Insurance.** Lengthy discussion ensued. Direction was given to staff to prepare a resolution providing the Donner Summit Public Utility District Board of Directors reimbursement for Health Insurance.

**Motion: Prepare a Resolution Providing the Donner Summit Board of Directors Reimbursement for Health Insurance**

By: Sara Schrichte

Second: Alex Medveczky

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

**Motion Carries**

- 2. Annual Holiday Dinner Discussion.** Julie Bartolini reported that the annual Holiday Dinner will be at Sugar Bowl on December 16, 2016 at 6:00 p.m.
- 3. Draft letter to Mr. Darrin Polhemus, Deputy Director, SWRCB, Division of Financial Assistance-** letter requesting a restructuring of the District's Clean Water State Revolving Fund loan for the WWTP project. Tom Skjelstad reviewed his memo for the Board of Directors dated November 1, 2016.
- 4. Resolution No. 16-444 of the Board of Supervisors of the Nevada County-** Resolution Making Appointments in Lieu of the General Election to be Held on November 8, 2016. Reported.
- 5. Oath of Office: Cathy Preis, Robert Sherwood and Sara Schrichte**  
Julie Bartolini administered the Nevada County Oath of Office to appointed Directors in lieu of election, Cathy Preis, Bob Sherwood and Sara Schrichte.

**8. Committee Reports: None**

**9. Ordinances: 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.

**12. Adjournment:**

**Motion: Adjourn Meeting at 8:14 p.m.**

By: Bob Sherwood

Second: Alex Medveczky

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

**Motion Carries**

### Schedule of Upcoming Meetings

Regular Meeting - January 17, 2017  
Regular Meeting - February 21, 2017  
Regular Meeting - March 21, 2017

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

Respectfully Submitted,

Deleane Mehler  
Administrative Assistant