

**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 21, 2017**

**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 by telephone from 21275 Donner Dr., Soda Springs, CA 95728; Catherine Hansford, Hansford Economic; Nicole Quinonez, Randlette Nelson Madden, by telephone; Schaelene Rollins, J Harrison Public Relations, by telephone

**1. Call to Order**

The Regular Meeting of March 21, 2017 of the Donner Summit Public Utility District Board of Directors was called to order at 6:15 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:** 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 February 2017--\$175,582.98**
- B. Cash Disbursements--Payroll, Month of February 2017--\$60,045.68**
- C. Special Meeting Minutes of February 28, 2017**
- D. Financials through December 2016**

**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. **Water Treatment Plant Upgrade Project Pay Request #5-** Manito Construction progress pay request. Tom Skjelstad reported that the District was finally reimbursed by the Drinking Water State revolving fund (DWSRF). The District is now current with Manito Construction.
2. **Renegotiation of the District's Clean Water State Revolving Fund Loan-** status of ongoing negotiations. Tom Skjelstad stated that staff and consultants met with the Drinking Water State Revolving Fund (DWSRF) staff on March 8<sup>th</sup>. The purpose was to receive DWSRF staff's determination on what, if any, assistance they could recommend to the State Water Resource Control Board concerning the District's loan for the wastewater upgrade and expansion project.

Tom Skjelstad reviewed the highlights of the meeting:

- DWSRF staff cannot recommend principal forgiveness.
- DWSRF staff believes that the District needs to charge the ski areas and Cal Trans more.
- DWSRF staff believes that the way the District charges for sewer (by EDU) is unique or unusual. (District staff has since researched this claim and found it to be incorrect).
- DWSRF staff was confused about the flow contributed by the ski areas and the percent of revenue that the ski areas and Cal Trans contribute to the District. They believe that the ski areas contribute 70% of total annual flow and make up 70% of total revenue. (District staff has researched this and found their claims to be incorrect).
- DWSRF staff stated that the plant was upgraded primarily for the ski areas. (District staff disputed that claim in the meeting).
- DWSRF staff believed that the ski areas and Cal Trans should be classified as industrial users. (District staff disputed that claim in the meeting and has since researched the definition and found that DWSRF staff was incorrect).
- A DWSRF staff member stated that the District does not serve a small disadvantaged community. (District staff disputed his claim in the meeting. District staff has since researched the issue and found him to be incorrect).
- DWSRF staff recommended that the District contact the State Technical Assistance department for assistance in reviewing the method used to set rates. This is a free service offered to small disadvantaged communities.
- DWSRF staff agreed to look into whether the recycled snowmaking project would fit into its Green Project funding and would be eligible for principal forgiveness. It would be issued retroactively which they have never done. (District staff explained

that snowmaking with recycled water had never been done before either).

- DWSRF staff agreed to meet with us once the District has taken the actions as outlined in Tom Skjelstad's memo.

Tom Skjelstad reviewed the District's actions and next steps. Lengthy discussion ensued.

3. **Proposition 1 Technical Assistance Program-** discussion whether to request assistance on reviewing the District's rate structure. Possible action. Tom Skjelstad stated that there are no programs available to the District.
4. **Barnard & Vogler, Co. Engagement Letter for Bookkeeping Services thru December 31, 2017** - renew annual letter of agreement.

**Motion: Authorize the Board President to Execute the Engagement Letter from Barnard Vogler for Bookkeeping Services thru December 31, 2017**

By: Phil Gamick

Second: Alex Medveczky

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

**Motion Carries**

8:15 p.m. Recess. 8:20 p.m. Regular Meeting resumed.

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

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

**Operations WWTP**

- Received bulk fuel delivery for WWTP standby generators.
- Removed snow from behind the headworks building to gain access to the buildings heater controls for trouble shooting and repair.

**Repairs and Maintenance WWTP**

- Replaced air filters on all of the UV control panels.
- Replaced drive belt on the membrane exhaust fan.

**Repairs and Maintenance WTP**

- Installed new hard top on the UTV.

5. **Status of the Water Treatment Plant Upgrade Project-** project update. Reported.

**C. Monthly Safety Committee Meeting Minutes, Month of February**

**Motion: Accept the Safety Committee Meeting Minutes for February**  
By: Sara Schrichte  
Second: Alex Medveczky  
Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstain  
**Motion Carries**

**7. President’s Report: None**

**8. Committee Reports: None**

**9. Ordinances: None**

**10. Correspondence: Donner Legacy Letter dated March 10, 2017. Reported.**

**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. None.

**12. Adjournment:**

**Motion: Adjourn Meeting at 8:43 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 - April 18, 2017  
Regular Meeting - May 16, 2017  
Regular Meeting - June 20, 2017

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

Respectfully Submitted,

Deleane Mehler  
Administrative Assistant