

**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 18, 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

**1. Call to Order**

The Regular Meeting of July 18, 2017 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	- Absent - Excused
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 June 2017--\$325,113.84**
- B. Cash Disbursements—Payroll, Month of June 2017--\$110,916.89**
- C. Regular Meeting Minutes of June 20, 2017**
- D. Financials through May 2017**

**Motion: Accept the Consent Calendar**

By: Bob Sherwood

Second: Alex Medveczky

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

**Motion Carries**

## 6. Department Reports

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

1. **Rural Community Assistance Corporation-** update of ongoing rate review. Tom Skjelstad reviewed with the Board the letter dated July 14, 2017 from Mary Leslie, RCAC.
2. **Water Treatment Plant Improvement Project-** 2<sup>nd</sup> Quarter, 2017 Progress Report. Tom Skjelstad reviewed the report prepared by Dean Marsh, Sauers Engineering.
3. **Big Bend Water Supply Study-** 2<sup>nd</sup> quarter, 2017 Progress Report. Tom Skjelstad reported reviewed the report prepared by Dean Marsh, Sauers Engineering.
4. **Letter to US Forest Service Big Bend-** letter requesting use of a USFS parcel of land on which to situate the proposed Big Bend water treatment plant. Reported.

### 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

- ◆ Had an inspection of the plant by Nevada County Environmental Health to go over hazardous materials business plan.
- ◆ Picked up the new trailer for hauling the mini excavator.
- ◆ Rented small skid steer loader the some to use on sewer and water line repairs and installations.

#### Operations Water Plant

- ◆ Repaired water leak on the main line that feeds the CalTrans rest area.
- ◆ Closed dam gate at Lake Angela to allow reservoir to fill.
- ◆ Installed permanent and temporary water line at Big Bend and returned water service to the south side.
- ◆ Repaired water leak in front of 21835 Donner Pass Rd.
- ◆

#### Repairs and Maintenance WWTP

Replaced failed air inlet control valve on membrane skid #1.  
Opened floe equalization tank #2 in preparation for cleaning.

**Repairs and Maintenance WTP**

- ♦ Replaced fire hydrant at the entrance to the Pacific Crest Trail Head.

4. **Status of the Water Treatment Plant Upgrade Project-** project update. Previously addressed.

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

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

By: Bob Sherwood

Second: Alex Medveczky

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

**Motion Carries**

7. **President’s Report: None**

8. **Committee Reports: None**

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. None.

12. **Adjournment:**

**Motion: Adjourn meeting at Adjourn Meeting at 7:01 p.m.**

By: Bob Sherwood

Second: Alex Medveczky

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

**Motion Carries**

Schedule of Upcoming Meetings

Regular Meeting - August 15, 2017

Regular Meeting - September 19, 2017

Regular Meeting - October 17, 2017

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

Respectfully Submitted,

Deleane Mehler  
Administrative Assistant

