

**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 Special Meeting of the Board of Directors**  
**Held: February 28, 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; Catherine Hansford, Hansford  
Economic; Nicole Quinonez, Randlette Nelson Madden;  
Schaelene Rollins, J Harrison Public Relations

**1. Call to Order**

The Regular Meeting of February 28, 2017 of the Donner Summit Public Utility District Board of Directors was called to order at 6:16 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

**2. 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 December 2016--\$145,565.70 and January 2017--\$142,768.41**
- B. Cash Disbursements–Payroll, Month of January 2017--\$78,354.70**
- C. Regular Meeting Minutes of January 17, 2017**
- D. Financials through September 2016**

**Motion: Accept the Consent Calendar**

By: Bob Sherwood

Second: Alex Medveczky

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

**Motion Carries**

## 6. Department Reports

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

1. **Randlett Nelson Madden 2017 Advocacy Strategy-** Nicole Quinonez Legislative Advocate will present options for the ongoing renegotiation of the District's CWSRF loan. Tom Skjelstad stated Donner Summit Public Utility District is meeting with State staff on March 8, 2017 and hopefully there will be a staff recommendation regarding the renegotiation of the DSPUD/California Water State Resource Fund loan. Nicole Quinonez reviewed the situation analysis and provided the Board of Directors the work plan options as illustrated in the 2017 Advocacy Strategy prepared by Randlett, Nelson, Madden. Lengthy discussion ensued.
2. No item #2 on the agenda.
3. **Water Treatment Plant Upgrade Project Pay Request #4-** Manito Construction progress pay request. Reported.
4. **Renegotiation of the District's Clean Water State Revolving Fund Loan-** status of ongoing negotiations. Previously addressed.
5. **Quotation for Interior Coating of Reactor Basin #1-** quotation from Euro Style Management to coat the interior of reactor #1. Tom Skjelstad reported that Euro Style Management submitted a quotation request to coat the interior of Reactor Tank #1 in the amount of \$95,000.00.

**Motion: Accept the Quotation Request from Euro Style Management to Coat the Interior of Reactor Tank #1 in the amount of \$95,000.00.**

By: Cathy Preis

Second: Sara Schrichte

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

**Motion Carries**

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

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

#### **Operations WWTP**

- ◆ The District and staff members received the following awards from the CWEA Sierra Section Year 2016. Plant Safety Officer, Operator (Justin Vosburgh) and Supervisor (Jim King).
- ◆ Discontinued to feed ammonia into the treatment process.
- ◆ Staff spent a large amount of time plowing and removing snow from the wastewater plant., water plant and sewer lift stations during the month.
- ◆ Staff had to remove multiple downed trees on the river road.

#### **Operations Water Plant**

- ◆ Completed and sent out annual water report.
- ◆

- ◆ Had a report of no water at Big Bend. Staff was able to check the tank which was empty and very little inflow. It was determined unsafe to check the springs or even the main line out of the tank. All of the cabin owners were contacted and told that a fix may not happen until spring.

#### **Repairs and Maintenance WWTP**

- ◆ Serviced F-150 and F-250 trucks.
- ◆ Repaired faulty wire on standby generator day tank.
- ◆ Installed temporary heater in the headworks building.

#### **Repairs and Maintenance WTP**

- ◆ Serviced and tightened the track on the Tucker snow cat.

#### **Laboratory**

- ◆ Continued river discharge testing.
- ◆ Staff on 2 occasions were unable to collect receiving water samples due to unsafe conditions.

4. **Status of the Water Treatment Plant Upgrade Project-** project update. Reported.
5. **Wastewater Treatment Plant Operations-** update on the performance of the plant. Reported.

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

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

By: Sara Schrichte

Second: Alex Medveczky

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

**Motion Carries**

#### **7. President's Report:**

1. **Board Compensation-** Health Insurance. Reported.
2. **Oath of Office Placer County: Cathy Preis, Bob Sherwood and Sara Schrichte.** Julie Bartolini administered the Oath of Office for Placer County to Cathy Preis, Sara Schrichte and Bob Sherwood.

#### **3. Election of Board Officers for 2017**

**Motion: 2016 Board Officers to Remain the Same for 2017**

By: Bob Sherwood

Second: Phil Gamick

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

**Motion Carries**

**8. Committee Reports: None**

**9. Ordinances:** **Ordinance 05-2017 of the Donner Summit Public Utility District to Establish Benefits for Members of the Board of Directors.** There was discussion and staff was directed to correct the second Whereas to read... “time to time” and change the effective date to May 1, 2017.

**Motion: Accept Ordinance 05-2017 of the Donner Summit Public Utility District to Establish Benefits For Members of the Board of Directors with Amendments that were Discussed.**

By: Sara Schrichte

Second: Bob Sherwood

Roll Call Vote

Bob Sherwood - Aye

Phil Gamick - Aye

Cathy Preis - Aye

Alex Medveczky - Aye

Sara Schrichte - Aye

**Motion Carries**

**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 8:02 p.m.**

By: Bob Sherwood

Second: Phil Gamick

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

**Motion Carries**

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

Respectfully Submitted,

Deleane Mehler  
Administrative Assistant

Schedule of Upcoming Meetings

Regular Meeting - March 21, 2017

Regular Meeting - April 18, 2017

Regular Meeting - May 16, 2017

