

**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: May 9, 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 Special Meeting of May 9, 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	- 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 April 2017--\$179,979.36**
- B. Cash Disbursements—Payroll, Month of April 2017--\$79,665.78**
- C. Regular Meeting Minutes of April 18, 2017**
- D. Financials through March 2017**

**Motion: Accept the Consent Calendar**

By: Bob Sherwood

Second: Phil Gamick

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

**Motion Carries**

## 6. Department Reports

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

1. **Rural Community Assistance Corporation-** update of ongoing rate assistance. Tom Skjelstad reported that he had contacted Mary Fleming with the Rural Community Assistance Corporation to see if she would conduct a rate review instead of a rate study. She said that would be no problem. She will not be able to begin her work until the middle of May. She estimated that she could complete the work by the end of June.
2. **Clean Water State Revolving Fund-** summary of phone call with the CWSRF staff. Tom Skjelstad provided the Board of Directors a summary of the conversation with Jim Manghan, Tom believes the conversation was informative, productive and somewhat encouraging.

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

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

#### Operations WWTP

- Began again to feed a small amount of ammonia to help with process.
- Staff continued to work on clearing the snow from the sludge drying beds.
- Installed safety signs at designated locations in the plant.

#### Operations Water Plant

- Staff was able to access Big Bend water tank and main line. Found the main feed line to the south side that runs across the river damaged by a fallen tree. Also there seems to be little flow coming into the storage tank which could be due to a failed spring outlet pipe.

#### Repairs and Maintenance WWTP

- Had plant standby generators serviced and the belts changed.
- Tightened rear tracks on the Tucker snow cat.
- Installed diesel tank into the bed of the F-250 service truck for offsite equipment refueling.

#### Repairs and Maintenance WTP

- Replaced raw water pump and readjusted flow to allow for better water treatment.

#### Laboratory

- Continue river discharge testing.

4. **Status of the Water Treatment Plant Upgrade Project-** project update.  
There was nothing to report.

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

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

By: Bob Sherwood

Second: Alex Medveczky

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

**Motion Carries**

**7. President's Report:**

1. **Appointment of a Negotiating Committee-** the General Manager's contract expires in September of this year and a committee should be appointed to begin negotiations. It was decided that Cathy Preis and Sara Schrichte will serve as the negotiating Committee.

**8. Committee Reports:**

1. **Renegotiation of the District's Clean Water State Revolving Fund Loan-** recommendation of next steps. Verbal report by Director Schrichte. Reported.

**9. Resolutions:**

1. **Resolution 2017-01 of the Donner Summit Public Utility District Requesting Collection of Charges on the Nevada County Tax Roll.**

**Motion: Adopt Resolution 2017-01 of the Donner Summit Public Utility District Requesting Collection of Charges on the Nevada County Tax Roll.**

By: Bob Sherwood

Second: Sara Schrichte

Roll Call Vote

Bob Sherwood - Aye

Phil Gamick - Aye

Cathy Preis - Aye

Alex Medveczky - Aye

Sara Schrichte - Aye

**Motion Carries**

**2. Resolution 2017-02 of the Donner Summit Public Utility District Fixing and Placing a Special Tax Levy on Improvement Areas No. 1 and 3 of the Donner Summit Public Utility District Community Facilities District No.1 for Collection by the County of Nevada.**

**Motion: Adopt Resolution 2017-02 of the Donner Summit Public Utility District Fixing and Placing a Special Tax Levy on Improvement Areas No. 1 and 3 of the Donner Summit Public Utility District Community Facilities District No.1 for Collection by the County of Nevada.**

By: Sara Schrichte  
Second: Alex Medveczky

Roll Call Vote

Bob Sherwood	-	Aye
Phil Gamick	-	Aye
Cathy Preis	-	Aye
Alex Medveczky	-	Aye
Sara Schrichte	-	Aye

**Motion Carries**

**3. Resolution 2017-03 of the Donner Summit Public Utility District Requesting Collection of Charges on the Placer County Tax Roll.**

**Motion: Adopt Resolution 2017-03 of the Donner Summit Public Utility District Requesting Collection of Charges on the Placer County Tax Roll.**

By: Bob Sherwood  
Second: Phil Gamick

Roll Call Vote

Bob Sherwood	-	Aye
Phil Gamick	-	Aye
Cathy Preis	-	Aye
Alex Medveczky	-	Aye
Sara Schrichte	-	Aye

**Motion Carries**

**4. Resolution 2017-04 of the Donner Summit Public Utility District Fixing and Placing a Special Tax Levy on Improvement Areas No. 1 and 3 of the Donner Summit Public Utility District Community Facilities District No.1 for Collection by the County of Placer.**

**Motion: Adopt Resolution 2017-04 of the Donner Summit Public Utility District Fixing and Placing a Special Tax Levy on Improvement Areas No. 1 and 3 of the Donner Summit Public Utility District Community Facilities District No.1 for Collection by the County of Placer.**

By: Bob Sherwood

Second: Sara Schrichte

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. None.

**12. Adjournment:**

**Motion: Adjourn meeting at Adjourn Meeting at 7:15 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 - June 20, 2017

Regular Meeting - July 18, 2017

Regular Meeting - August 15, 2017

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

Respectfully Submitted,

Deleane Mehler  
Administrative Assistant