

**Donner Summit Public Utility District
Board of Directors Special Meeting
Agenda
Wednesday, August 22, 2012 - 6:00 P.M.
DSPUD Office, 53823 Sherritt Lane, Soda Springs California**

For the Special Meeting (Section 54956), August 22, 2012 at 6:00 P.M., the meeting will commence on the ground floor of the District's Administration Office located at 53823 Sherritt Lane, Soda Springs California. If there is no disabled requirement, the meeting may reconvene upstairs in the District Board meeting room.

Any member of the public desiring to address the Board on any matter within the Jurisdictional Authority of the District or on a matter on the Agenda before or during the Boards consideration of that item may do so. After receiving recognition from the Board President, please give your Name and Address (City) and your comments or questions. In order that all interested parties have an opportunity to speak, please limit your comments to the specific topics of discussion.

Unless specifically noted, the Board of Directors may act upon all items on the Agenda.

- 1. Call to Order**
- 2. Roll Call**
- 3. Clear the Agenda**
- 4. Public Participation**
- 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 July 2012 --
\$199,243.18**
- B. Cash Disbursements – Payroll, Month of July 2012 --
\$54,624.21**
- C. Regular Meeting Minutes of July 17, 2012**
- D. Special Meeting Minutes of August 2, 2012**

6. Department Reports

A. Administration: Tom Skjelstad, General Manager

1. **Presentation by Jake Good of CoBank-** Mr. Good will discuss financing options for the Big Bend Mutual Water Company well project.
2. **District State Revolving Fund Application-** update as to the status of the District's funding application.
3. **Notice to Proceed-** discussion and possible action to issue Syblon Reid a Notice to Proceed with the DSPUD Wastewater Facilities Upgrade and Expansion Project.
4. **Proposal from Holdrege & Kull Consulting Engineers and Geologists-** discussion and possible action to approve a proposal from Holdrege & Kull for specialty inspection services during the DSPUD Wastewater Facilities Upgrade and Expansion Project.
5. **CalTrans Rest Area Billing-** status of Cal Trans billing and payment for the rest area EDUs.

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

1. **Waste Water Flow Data – for July 2012**
2. **Fresh Water Flow Data – for July 2012**
3. **Operations and Maintenance Summary –** activities during the month of July.

C. Monthly Safety Committee Meeting Minutes, Month of July

7. President's Report:

Annual Performance Evaluation of the General Manager- assign a committee to conduct the General Manager's annual performance review and contract renewal.

8. Committee Reports: None.

9. Resolutions: None

10. Correspondence:

1. **Letter to Joanne Robique of the United States Forest Service** thanking her for her assistance to secure a thirty year Special Use Permit to

Donner Summit Public Utility District from the United States Forest Service.

2. Letter from Regina Heckendorn regarding the Hoyfjellet Lodge.

11. Closed Session: None

12. 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.

13. Adjournment

Schedule of Upcoming Meetings

Regular Meeting - September 18, 2012
Regular Meeting - October 16, 2012
Regular Meeting - November 20, 2012

We certify that on August 17, 2012 a copy of this agenda was posted in public view at 53823 Sherritt Lane Soda Springs, California and the Soda Springs/Norden Post Office.

Deleane Mehler
Administrative Assistant

Thomas G. Skjelstad
General Manager