

APPROVED

DONNER SUMMIT PUBLIC UTILITY DISTRICT
P.O. BOX 610 – SODA SPRINGS – CALIFORNIA – 95728
TELEPHONE (530) 426-3456 – FAX (530) 426-3460
E-mail: tskjelstad@dspud.com

Minutes of the Regular Meeting of the Board of Directors
Held: June 16, 2009

STAFF PRESENT: Tom Skjelstad, General Manager; Jim King, Plant Manager; Julie Bartolini, Office Manager; Deleane Mehler, Office Assistant
OTHERS PRESENT: Geoffrey O. Evers, General Counsel; Susan Snyder, Amber Waddle

1. Call to Order

The Regular Meeting of June 16, 2009 of the Donner Summit Public Utility District Board of Directors was called to order at 6:09p.m. by President Cathy Preis, at 53823 Sherritt Lane Soda Springs CA, California.

2. Roll Call

Cathy Preis, President	- Present
Bob Sherwood, Secretary	- Present
Philip Gamick, Director	- Present
Dave Oneto, Director	- Present
One vacancy	

3. Clear the Agenda

No change

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 May 2009 --
\$ 61,367.29
- B. Cash Disbursements – Payroll, Month of May 2009 --
\$ 81,201.00
- C. Regular Meeting Minutes of May 19, 2009

Motion: Accept the Consent Calendar
By: Bob Sherwood
Second: Phil Gamick
Vote: 4 Ayes, 0 Noes, 0 Absent, 0 Abstain, 1 Vacancy
Motion Carries

6. Department Reports

A. Administration: Tom Skjelstad, General Manager

- 1. Big Bend Service Agreement-** discussion and possible action to renew the service agreement between the Donner Summit PUD and the Big Bend Mutual Water Company. Reported

Motion: Authorize the General Manager to sign the Renewal of the Service Agreement between the Donner Summit Public Utility District and the Big Bend Mutual Water Company for Services from July 1, 2009 through June 30, 2010.

By: Phil Gamick
Second: Bob Sherwood
Vote: 4 Ayes, 0 Noes, 0 Absent, 0 Abstain, 1 Vacancy

Motion Carries

- 2. Gibson & Company Engagement Letter for the Fiscal Year Ending June 30, 2009** – letter authorizing Gibson & Company, the District's Auditors to conduct the annual independent audit for the year ending June 30, 2009.

Motion: Authorizing the Board of Director's President to Sign the Engagement Letter with Gibson & Company

By: Bob Sherwood
Second: Phil Gamick
Vote: 4 Ayes, 0 Noes, 0 Absent, 0 Abstain, 1 Vacancy

Motion Carries

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

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

Operations WWTP

- The plant had one excursion from its target effluent limitations. On May 9th the grab pH sample came back at 6.2, which is below the minimum allowable discharge pH of 6.5. This was due to problems associated with the soda ash feed system that morning and were addressed immediately. The Regional Board was contacted as soon as the excursion was identified.
- Telstar continued work on SCADA system punch list items.
- Purchased new rototiller to replace failed older model.
- Rototilled and sanded and began use of sludge drying beds.
- PW Tech conducted a demonstration of a sludge screw dewatering press over a four-day period at the plant.
- Began feeding methonal into the influent to help with the denitrification process.

Operations Water Plant

- Continued repeat sampling within distribution system as follow up to positive total coliform sample, with all samples coming back absent for coliform.
- Installed hydrant meter for cement batch plant at DSL parking lot.
- Met with Big Bend homeowner John Bianchi regarding the possibility of moving main water line running through his property.

Repairs and Maintenance WWTP

- Replaced soda ash feed lines and installed new feed pumps.
- Repaired broken hydraulic line on loader.

Repairs and Maintenance FWTP

- Began repairs to the fire hydrant at 21829 Lotta Crabtree.
- Repaired hydrant at Boreal parking lot.
- Replaced failed 24-volt power supply for SCADA system.
- Installed new hose and sump pump in piping and electrical vault at Reservoir 1.

Laboratory

- Continued sampling of the plant effluent, R-1, R-2 and Towle Mountain for phosphorus and nitrate twice weekly.

C. Safety Committee Meeting Minutes

1. **Administrative and Operations Department Safety Committee –May meeting.**

Motion: Accept The Safety Committee Meeting Minutes for May

By: Bob Sherwood

Second: Dave Oneto

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

Motion Carries

7. President's Report

1. Election of Vice-President to the DSPUD Board of Directors

Cathy Preis nominated Dave Oneto for the vacancy of Vice President of the Donner Summit Public Utility District's Board of Directors. Dave accepted the nomination.

Motion: Appoint Dave Oneto as Vice President of the Donner Summit Public Utility District's Board of Directors.

By: Cathy Preis

Second: Bob Sherwood

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

Motion Carries

2. Interview potential Board candidates. There were no potential candidates to interview. As there were no applicants, it was decided to move the regular July meeting to July 14th and extend the deadline.

8. Committee Reports:

1. Budget Committee- presentation of the District's fiscal year 2009/10 draft operating budget. A draft budget was presented to the Board of Directors. Cathy Preis reviewed the memo to the Board of Directors regarding the draft 2009/10 operating budget in detail. A lengthy discussion ensued. It was decided that the budget committee will meet again on Wednesday June 17th and a Special meeting of the Donner Summit Public Utility District Board of Directors will be held on June 23rd to adopt the budget for the fiscal year 2009/10.

Recess- 8:10p.m. Resume Regular Meeting at 8:22p.m.

2. EDU Committee- presentation of proposed Ordinance 2009-01. Proposed changes include; cost of an EDU (sewer permit), number of EDUs an individual or business may purchase, timeline for use of EDU, and schedule of District refund for returned EDUs. Geoff Evers suggested that per his memo dated June 11, 2009 additional language be added to sections 6.8.2 and 6.9. This item will be on the agenda for the June 23rd Special Board Meeting.

9. Resolutions

Resolution 2009-01 of the Donner Summit public Utility District
Establishing Appropriation Limits for the 2009/10 Fiscal Year

Motion: Adopt RESOLUTION 2009-01 of the Donner Summit Public Utility District Establishing Appropriation Limits for the 2009/10 Fiscal Year.

By: Bob Sherwood

Second: Phil Gamick

Roll Call Vote

Bob Sherwood - Aye

Phil Gamick - Aye

Dave Oneto - Aye

Cathy Preis - Aye

One vacancy

Motion Carries

Resolution 2009-02 Requesting Collection of Charges on the Tax Roll

Motion: Adopt RESOLUTION 2009-02 Requesting Collection of Charges on the Tax Roll

By: Bob Sherwood

Second: Dave Oneto

Roll Call Vote

Bob Sherwood - Aye

Phil Gamick - Aye

Dave Oneto - Aye

Cathy Preis - Aye

One vacancy

Motion Carries

Resolution 2009-03 In Recognition of Meritorious Service by Rachel Tolmachoff as a Member of the Board of Directors.

Motion: Adopt RESOLUTION 2009-03 Recognition of Meritorious Service by Rachel Tolmachoff as a Member of the Donner Summit Public Utility District Board of Directors.

By: Bob Sherwood

Second: Phil Gamick

Roll Call Vote

Bob Sherwood - Aye

Phil Gamick - Aye

Dave Oneto - Aye

Cathy Preis - Aye

One vacancy
Motion Carries

10. Ordinances

Ordinance 2009-01 of the Donner Summit Public Utility District Defining and Classifying Connection Fees and Operating Charges for Sewer Service and Superseding Ordinances 93-04, 94-04, 81-09 and Modifying Ordinances 99-01 and 2007-01. This item was tabled until the June 23rd meeting.

11. Correspondence: None

12. Closed Session: None

13. 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. It was decided to move the July meeting to July 14th, 2009.

14. Adjournment

Motion: Adjourn at 8:40p.m.
By: Bob Sherwood
Second: Dave Oneto
Vote: 4 Ayes, 0 Noes, 0 Absent, 0 Abstain, 1 Vacancy

Motion Carries

Schedule of Upcoming Meetings

Special Meeting - July 14, 2009
Regular Meeting - August 18, 2009
Regular Meeting - September 15, 2009

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

Respectfully Submitted,

Deleane Mehler
Clerk of the Board

