

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: September 15, 2015

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; Sara Schrichte by telephone from
21572 Donner Pass Rd., Soda Springs, CA 95728

1. Call to Order

The Regular Meeting of September 15, 2015 of the Donner Summit Public Utility District Board of Directors was called to order at 6:06 p.m. by President Cathy Preis, at 53823 Sherritt Lane Soda Springs, California.

2. Roll Call

Cathy Preis, President	- Present
Sara Schrichte, Vice President	- Absent
Bob Sherwood, Secretary	- Present
Philip Gamick, Director	- Present
Alex Medveczky	- Present

3. Clear the Agenda: Item 11, Closed Session was removed from the agenda.

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 August 2015--\$117,532.46**
- B. Cash Disbursements--Payroll, Month of August 2015--\$62,255.75**
- C. Regular Meeting Minutes of August 18, 2015**

Motion: Accept the Consent Calendar

By: Phil Gamick

Second: Bob Sherwood

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

Motion Carries

6. Department Reports

A. Administration: Tom Skjelstad, General Manager

1. **Syblon Reid Progress Payment Request #30 DSPUD Disbursement Request #31** - Syblon's payment request for work performed and/or products purchased for the periods of March 1, 2015 to May 31, 2015 and DSPUD Disbursement Request #31. Reported.
2. **Status of State Revolving Fund for Big Bend** - Status of the District's funding request to the State Revolving Fund for the Well Drilling Project at Big Bend. Tom Skjelstad reported that that the District received the loan documents for the Big Bend water exploration project and that it seems plausible that the District could drill a well in the summer/fall of 2016.
3. **Gibson & Company Engagement Letter for the Fiscal Year Ending June 30, 2015** – letter authorizing Gibson & Company, the District's Auditors to conduct the annual independent audit for the year ending June 30, 2015. Reported.

Motion: Authorize the Board President to Execute the Engagement Letter for the Fiscal Year Ending June 30, 2015.

By: Alex Medveczky

Second: Bob Sherwood

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

Motion Carries

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

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

Operations WWTP

- During the month of August the District discharged 3.3 MG to spray irrigation.
- Hired a new staff member to act as maintenance mechanic and operator.
- Nevada County Department of Environmental Health performed an inspection of the new ammonia feed system.

Operations Water Plant

- Conducted annual maintenance on the filter at the fresh water plant.

Repairs and Maintenance WTP

- Staff spent multiple hours reconfiguring the water plant raw water inlet flow system to help with the water treatment issues.

Laboratory

- Continued land discharge and in house process monitoring.
- Conducted extra sampling out in the distribution system to check for bacteria and turbidity.

C. Monthly Safety Committee Meeting Minutes, Month of August

Motion: Accept the Safety Committee Meeting Minutes for August

By: Bob Sherwood

Second: Phil Gamick

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

Motion Carries

7. **President's Report:** SDRMA President's Special Acknowledgement Award-Property/Liability Program and No Paid Workers' Compensation Claims in 2014- 2015. Reported.

8. **Committee Reports: None**

9. **Resolutions:**

1. **Resolution 2015-14 of the Donner Summit Public Utility District for Reimbursement Funds for the Water Treatment Plant Upgrade Project**

Motion: Adopt Resolution 2015-14 of the Donner Summit Public Utility District for Reimbursement Funds for the Water Treatment Plant Upgrade Project

By: Alex Medveczky

Second: Phil Gamick

Roll Call Vote

Bob Sherwood - Aye

Phil Gamick - Aye

Sara Schrichte - Absent

Cathy Preis - Aye

Taylor Dolph - Aye

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

Motion Carries

2. **Resolution 2015-15 of the Donner Summit Public Utility District Authorizing the General Manager to Sign the Financial Assistance Application for a Financing Agreement from the State Water Resources Control Board for the Planning, Design, and Construction of Water Treatment Plant Upgrades**

Motion: Adopt Resolution 2015-15 of the Donner Summit Public Utility District Authorizing the General Manager to Sign the Financial Assistance Application for a Financing Agreement from the State Water Resources Control Board for the Planning, Design, and Construction of Water Treatment Plant Upgrades

By: Bob Sherwood

Second: Phil Gamick

Roll Call Vote

Bob Sherwood - Aye

Phil Gamick - Aye

Sara Schrichte - Absent

Cathy Preis - Aye

Taylor Dolph - Aye

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

Motion Carries

10. Correspondence: None

11. Closed Session:

Pursuant to Government Code Section 54956.9 (b)(1) Significant exposure to litigation. Item removed.

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:

Motion: Adjourn Meeting at 6:40 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 - October 20, 2015

Regular Meeting - November 17, 2015

Regular Meeting - January 19, 2016

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

Respectfully Submitted,
Deleane Mehler
Administrative Assistant