

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: March 15, 2016**

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 Regular Meeting of March 15, 2016 of the Donner Summit Public Utility District Board of Directors was called to order at 6:12 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 February 2016--\$176,893.10**
- B. Cash Disbursements—Payroll, Month of February 2016-- \$70,490.36**
- C. Regular Meeting Minutes of February 19, 2016**
- D. Financials for December**

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. **Status of DWSRF Loan for the Water Treatment Plant Upgrade Project-** report on project funding. Tom Skjelstad provided the Board with an update as to the status of the loan. He reported that the process is hung up in environmental review. It was decided to address the Prop 218 hearing for the water rates at the April meeting.
2. **Contract with Holdredge & Kull-** contract to investigate and recommend repairs to Lake Angela Dam tendons. Tom Skjelstad reported that the District has contracted with Holdredge & Kull Consulting Engineers Geologists to analyze Lake Angela to determine factors of safety with raised static water levels and with a small horizontal load. Additionally, they will provide a design for the replacement anchors for the 4 anchors (tendons) that did not pass the tensioning test. The contract is not to exceed \$5,000 without prior authorization.

All reports will be presented to the Division of Safety of Dams for its review and approval.

As was reported at the February 16 Board meeting, the District received a letter from the Division of Safety of Dams notifying the District that minimum water levels shall be maintained in Lake Angela the District's sole water source.

3. **Proposition 218 Water Rate Hearing Documents-** review of documents for the Prop 218 water rate hearing. Previously addressed.

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

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

Operations WWTP

- ◆ Had small over flow at the sludge storage tank do to ice buildup on the decanting arm. The spill was reported to the states electronic web site.
- ◆ Staff assisted Aqua Sierra Controls with the calibrations in Reactors 1&2 in-line monitoring equipment.

Operations Water Plant

- ◆ Staff assisted 10 home and business owners with collecting lead and copper samples from their water systems for testing. Staff reviewed the completed sample results sending copies to the state and the participants.
- ◆ Purchased and set up a new bench top turbidity meter at the plant.

Repairs and Maintenance WWTP

- ◆ Replaced 2 ballasts and 2 bulbs on the UV system.
- ◆ Cleaned and calibrated UV transmittance meter.
- ◆ Staff trouble shot problems with the 2 plant reactor heat exchangers. Found both RAS (Return Activated Sludge) pumps had blown fuses. Replaced fuses and put heat exchangers back online.
- ◆ Began annual maintenance and repair work on the irrigation sprinklers.
- ◆ Removed mixer from Flow Equalization Tank #2 for repairs.

Repairs and Maintenance WTP

- ◆ Repaired the fire hydrant shut off valve stand pipe and reburied the line exposed by Soda Springs Ski Area during the heavy rains.

Laboratory

- ◆ Collected and had analyzed lead and copper out in the drinking water distribution system.
- ◆ Replaced the pH probe.

C. Monthly Safety Committee Meeting Minutes, Month of February

Motion: Accept the Safety Committee Meeting Minutes for February

By: Sara Schrichte

Second: Bob Sherwood

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

Motion Carries

7. President's Report: None

8. Committee Reports:

1. Clean Water State Revolving Fund Renegotiation Committee- report from the February 23 meeting with the CWSRF staff in Sacramento. Sara Schrichte reported that the meeting went well. Some of the items from the meeting requiring action:

- Gather/ send the number of seasonal workers
- Send letter approving the independent audit
- Send most recent rate study- explain what affected the rate changes from 2012 to now (if not explained on study).
- Send information on the EDUs- comparison of 2012- 2016 numbers, language around permits (for attorneys to examine whether the District can prevent permit returns).
- Information demonstrating the total burden on rate payers from wastewater and drinking water.

9. Resolutions: None

10. Correspondence: Email from Nevada County Supervisor to Director Schrichte dated March 8, 2016. A lengthy discussion ensued. The Board of Directors determined that public restrooms is outside of the Districts purview.

- 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. None
- 13. Adjournment:**
- Motion: Adjourn Meeting at 7:20 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 - April 19, 2016
Regular Meeting - May 17, 2016
Regular Meeting - June 21, 2016

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

Respectfully Submitted,

Deleane Mehler
Administrative Assistant