

**Donner Summit Public Utility District
Board of Directors Regular Meeting
Agenda
Tuesday March 19, 2013 - 6:00 P.M.
DSPUD Office, 53823 Sherritt Lane, Soda Springs California**

For the Regular Meeting (Section 54954), March 19, 2013 at 6:00 P.M., the meeting will commence at the District's Administration Office located at 53823 Sherritt Lane, Soda Springs California.

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 February 2013 --
\$192,449.69**
- B. **Cash Disbursements – Payroll, Month of February 2013 --
\$55,994.50**
- C. **Special Meeting Minutes of February 12, 2013**
- D. **Financial Statements as of December 31, 2012**

6. Department Reports

A. Administration: Tom Skjelstad, General Manager

- 1. Request for DSPUD Utility Access Easement to Mike and Denise Hann, 10151 Lake Angela Drive-** the Hann's purchased their parcel and are requesting access to the parcel by way of the DSPUD Utility easement. Mr. Hann will be in attendance to give a history and presentation of their request.
- 2. Stantec Monthly Construction Report for the Month of January 2013**
- 3. Syblon Reid Progress Payment Request #5-** Syblon's payment request for work performed and/or products purchased for the period of January 1, 2013 to February 28, 2013.
- 4. Letter from Placer Local Agency Formation Commission-** a letter dated February 21, 2013 notifying the DSPUD that the application of the proposed annexation of Big Bend is sufficient and processing has begun.
- 5. Barnard & Vogler, Co. Engagement Letter for Bookkeeping Services thru December 31, 2013 -** renew annual letter of agreement.

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

- 1. Waste Water Flow Data – for February**
- 2. Fresh Water Flow Data – for February**
- 3. Operations and Maintenance Summary –** activities during the month of February
- 4. Purchase of Two Operations/Maintenance Vehicles-** request to purchase two O&M vehicles to replace one existing vehicle and one vehicle that was totaled in an accident.

C. Monthly Safety Committee Meeting Minutes, Month of February

7. President's Report:

- 1. Donner Summit Area Association Annual Membership Fee Request.**
- 2. Assignment of 2013/14 Budget Committee.**

8. Committee Reports:

9. Resolutions: None

10. Correspondence: None

11. **Closed Session: Conference with Legal Counsel** -In accordance with California Government Code Section 54956.9(b)(1) Significant Exposure to Litigation. Cases :1

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 – April 16, 2013
Regular Meeting - May 21, 2013
Regular Meeting – June 18, 2013

We certify that on March 15, 2013 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