

**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](mailto:tskjelstad@dspud.com)

**Minutes of the Regular Meeting of the Board of Directors**  
**Held: March 18, 2008**

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; Lori Van Meter; Bob Walkington, Nevada County Grand Jury; Paul Layton, Nevada County Grand Jury; Mike Livak, Royal Gorge, LLC

**1. Call to Order**

The Regular Meeting of March 18, 2008 of the Donner Summit Public Utility District Board of Directors was called to order at 6:05pm, by President Cathy Preis, at the Boardroom located at 53823 Sherrit Lane, Soda Springs California. Deleane Mehler is taking notes as Recording Secretary.

**2. Roll Call**

Cathy Preis, President	- Present
Rachel Tolmachoff, Vice President	- Present
Bob Sherwood, Secretary	- Present
Phil Gamick, Director	- Present
Vacancy	- One

**3. Oath of Office**

As a newly appointed Director, Lori Van Meter took the Oath of Office.

**4. Clear the Agenda-** It was decided to move item 7A3 to after item 11A.

**5. Public Participation**

**None**

**6. 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 2008 --\$163,385.85
- B. Cash Disbursements – Payroll, Month of February 2008 --\$47,458.15
- C. Financial Statements thru January 31, 2008
- D. Special Meeting Minutes – February 26, 2008
- E. Special Meeting Minutes – February 29, 2008

Tom Skjelstad asked to remove the financial statement thru January 31, 2008 from the consent calendar.

**Motion: Accept The Consent Calendar As Amended**

By: Bob Sherwood

Second: Rachel Tolmachoff

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

**Motion Carries**

## 7. Department Reports

### A. Administration: Tom Skjelstad, General Manager

1. **Big Bend Mutual Water Company** – consideration of Service Agreement between DSPUD and Big Bend Mutual Water Company. Tom Skjelstad provided an overview of the draft interim services agreement between Donner Summit Public Utility District and Big Bend Mutual Water Company. This item will be continued at the April Board Meeting.

2. **Replacement of District Front End Loader-** consideration of loader replacement alternatives. After reviewing the alternatives it was decided to purchase the 2008 John Deere 344J with full options, 5-year warranty, for \$119,837.00, placing a \$20,000 down payment with a lease option to purchase for \$1.00 at the end of the lease agreement. There was discussion regarding the options for disposing of the old loader. Jim King will to look into the trade-in value.

**Motion: Approve purchase of the 2008 John Deere 344J front end loader.**

By: Rachel Tolmachoff

Second: Bob Sherwood

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

**Motion Carries**

3. **District Staffing thru June 30, 2008-** recommendation for staffing levels thru the end of the fiscal year 2007/08. Moved to after item 11A.

4. **Letter to Nevada County and Placer County LAFCos-** letter to Nevada and Placer County LAFCos asking for direction in the event that the District wants to change its principal county from Nevada to Placer. Tom Skjelstad reviewed the correspondence between the Donner Summit Public Utility District and the Nevada and Placer County LAFCos.

6:30 P.M. break – 6:40 P.M. meeting resumed.

5. **Barnard Vogler Engagement Letter-** For services ending December 31, 2008. It was decided to accept the engagement letter from Barnard Vogler for services ending December 31, 2008.

**Motion: To accept the engagement letter from Barnard Vogler for services ending December 31, 2008.**

By: Bob Sherwood

Second: Phil Gamick

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

**Motion Carries**

**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 -Reported

**C. Safety Committee Meeting Minutes**

1. Administrative and Operations Department Safety Committee – February meeting - Reported

**Motion: Accept Safety Meeting Minutes**

By: Phil Gamick

Second: Bob Sherwood

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

**Motion Carries**

**8. President's Report:**

**A. None**

**9. Committee Reports:**

**A. None**

**10. Public Participation**

**None**

**11. Correspondence:**

**A. Letter from Royal Gorge, LLG regarding the SLDSCA Study.**

Tom Sjkedstad reviewed the letters from Royal Gorge, LLC and Serene Lakes Donner Summit Conservation Association's response. Mike Livak addressed the Board of Directors and reiterated the points he made in his letter and asked the Board of Directors to withdraw their support for the Serene Lakes Donner Summit Conservation Association.

**7.A.3 District staffing thru June 30, 2008-** recommendation for staffing levels thru the end of the fiscal year 2007/08. Staff was directed to continue the administrative assistant position at 32 hour per week thru the end of the 2007/08 fiscal year. The salaries and benefit package for all positions will be re-evaluated during the budget process for 2008/09.

**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.

**14. Adjournment**

**Motion: To Adjourn at 7:44 P.M.**

By: Bob Sherwood

Second: Lori Van Meter

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

**Motion Carries**

Schedule of Upcoming Meetings

Regular Meeting - April 15, 2008

Regular Meeting - May 20, 2008

Regular Meeting - June 17, 2008

The wordings of these minutes are as read from the notes taken by the recording secretary.

Respectfully submitted,

Deleane Mehler  
Recording Secretary