

APPROVED

DONNER SUMMIT PUBLIC UTILITY DISTRICT
P.O. BOX 610 – SODA SPRINGS – CALIFORNIA – 95728
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Minutes of the Regular Meeting of the Board of Directors
Held: December 15, 2009

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 Dele Rio Court, Fair Oaks, CA 95628; Hal Kessler, Towle Mountain

1. Call to Order

The Regular Meeting of December 15, 2009 of the Donner Summit Public Utility District Board of Directors was called to order at 6:05 p.m. by President Cathy Preis, at 53823 Sherritt Lane Soda Springs, California.

2. Roll Call

Cathy Preis, President	- Present
Dave Oneto, Vice President	-Present
Bob Sherwood, Secretary	- Present
Philip Gamick, Director	- Present
Taylor Dolph, Director	- Present

3. Clear the Agenda

No changes to 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 November 2009 --
\$ 138,058.60**

**B. Cash Disbursements – Payroll, Month of November 2009 --
\$ 49,233.45**

C. Regular Meeting Minutes of November 17, 2009

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. **DSPUD Facilities Plan November/December 2009-** progress report from ECO:LOGIC for work performed on the facilities plan. Tom Skjelstad reviewed Jeff Hauser's memo regarding the DSPUD Facilities Plan for late November and early December.
2. **DSPUD Corrective Action Plan & Treatment Feasibility Study Work Plan for Aluminum-** required submittal to the State. Reported

Public Comment- Hal Kessler of Towle Mountain addressed the Board and requested that the Towle Mountain residents be kept informed regarding the Wastewater Treatment Plant Facilities Plan.

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

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

Operations WWTP

- Work was completed on the upgrades to the anoxic zones for Plant 1 and 2 with the installation of the mixers and completed power control wiring.
- Completed shut down of spray irrigation site removing remaining sprinklers, shutting down power to pumps and controls, removing spool from the main line and taking down protective fence around return pond.
- Returned treated water from irrigation storage tank directly to the chlorine contact chamber and discharged to the receiving water.
- Mountain Pipeline installed repair sleeves in main sewer line at different points between the West Bound Rest Area and Donner Pass Rd.
- Began feeding ammonia to treatment plans 1 and 2.
- Ordered alternative carbon source (Micro-C), chemical feed pumps and tubing. Set feed system and began feeding Micro-C to P-1 and P-2 to assist with denitrification process to help meet the districts nitrate effluent limitations.

Operations Water Plant

- Installed locks on fire hydrants at Boreal parking lot to prevent unauthorized use.

Repairs and Maintenance WWTP

- Serviced the standby generators at sewer lift stations 8, N-1 and N-2.
- Serviced pumps and cleaned seal water filters at sewer lift stations 8, N-1 and N-2.

Laboratory

- Began daily in-house testing of plant influent for COD and Total Nitrogen.

C. Monthly Safety Committee Meeting Minutes

Motion: Accept the Safety Committee Meeting Minutes for November

By: Phil Gamick

Second: Bob Sherwood

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

Motion Carries

7. President's Report: Election of Board officers for 2010.

Motion: Nominate Cathy Preis as President

By: Bob Sherwood

Second: Dave Oneto

Vote: 4 Ayes 0 Noes 0 Absent, 1 Abstain

Motion Carries

Motion: Nominate Bob Sherwood as Secretary

By: Phil Gamick

Second: Taylor Dolph

Vote: 4 Ayes 0 Noes 0 Absent 1 Abstain

Motion Carries

Motion: Nominate Dave Oneto as Vice President

By: Phil Gamick

Second: Taylor Dolph

Vote: 4 Ayes 0 Noes 0 Absent 1 Abstain

Motion Carries

8. **Committee Reports: None**
9. **Resolutions: None**
10. **Correspondence: None**
11. **Closed Session:** Pursuant to Government Code Section 54956.9, F. (c), Initiating litigation or deciding to initiate litigation.

The Board of Directors went into closed session at 6:44 p.m.

The regular meeting resumed at 7:10 p.m. Cathy Preis stated that no action was taken in closed session.

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 7:31 P.M.
By: Bob Sherwood
Second: Phil Gamick
Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstain
Motion Carries

Schedule of Upcoming Meetings

Regular Meeting - January 19, 2010
Regular Meeting - February 16, 2010
Regular Meeting - March 16, 2010

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