

**APPROVED**

**DONNER SUMMIT PUBLIC UTILITY DISTRICT**  
**P.O. BOX 610 – SODA SPRINGS – CALIFORNIA – 95728**  
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**Minutes of the Special Meeting of the Board of Directors**  
**Held: April 28, 2009**

**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, by telephone from 641 Fulton Ave. Ste 130, Sacramento, CA 95825, Susan Synder, Amber Waddle, Linda Waddle

**1. Call to Order**

The Special Meeting of April 28, 2009 of the Donner Summit Public Utility District Board of Directors was called to order at 6:07p.m. by President Cathy Preis, at 53823 Sherritt Lane Soda Springs CA, California.

**2. Roll Call**

Cathy Preis, President	- Present
Rachel Tolmachoff, Vice President	- Absent
Bob Sherwood, Secretary	- Present
Philip Gamick, Director	- Present by telephone
Dave Oneto, Director	- 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 March 2009 -- \$103,427.89
- B. Cash Disbursements – Payroll, Month of March 2009 -- \$50,739.91
- C. Financial Statements thru January 31, 2009 and February 28, 2009
- D. Regular Meeting Minutes of March 17, 2009

**Motion: Accept the Consent Calendar**  
By: Bob Sherwood  
Second: Dave Oneto  
Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstain  
**Motion Carries**

## 6. Department Reports

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

1. **Donner Summit Public Utility District Waste Discharge Permit-** summary of the action taken at the April 24 State of California, Regional Water Quality Control Board, Central Valley Region, public hearing for the District's waste discharge permit. Tom Skjelstad reported the following regarding the District's Waste Discharge permit:
  - The permit does not allow for dilution credits for nitrates and dichlorobromomethane unless the District decides to install a cross stream diffuser, stream gage, and conducts a mixing zone study.
  - The ammonia limit is now 2.1 mg/l monthly average and 5.6 daily maximum down from 5 mg/l monthly average with a daily maximum of 20 mg/l.
  - The nitrate level stays at the current 10 mg/l monthly average with a daily maximum of 51 mg/l.
  - The land disposal (spray irrigation) criteria remains the same. The stipulation in the District's previous permit stated that we could not go to land disposal within 24 hours of a forecasted weather event (rain,snow). The new permit will state that we can go to land when ground conditions allow.
2. **March 24 Parks and Recreation Facilities Meeting** - report from the March 24 Citizens Advisory Committee meeting. Tom Skjelstad reported Donner Ski Ranch and Sugar Bowl have contributed \$1,000.00 to help pay for the public facilitation costs. Serene Lakes Property Owners Association and Sierra Lakes County Water District declined to contribute. The next Parks and Recreation Advisory Group Meeting will be April 29<sup>th</sup> at 6:00p.m. Steve Randall from Truckee Donner Parks and Recreation District will be attending.
3. **Big Bend Mutual Water Company** - report on the status of a water project for the Big Bend area. Tom Skjelstad repoted that the U.S. Forest service has agreed to study the north side of interstate 80 for a well site. InterFlow Hydrology, Inc. will be conducting hydrogeological services for

siting, design and testing of a new well for the Big Bend community water system.

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

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

**Operations**

- Began using the new on-call lap top computer for after hours monitoring of lift stations, wastewater treatment plants and fresh water plants and reservoirs.
- Conducted walk through with Sauers Engineering and their subcontractor ECS Engineering to inspect the new SCADA and telemetry system for final punch list items.
- Experienced power outage on 3/2/09 and lift stations 3, 4, and 5 used portable generator until power restored.
- Telstar troubleshoot problems with radio telemetry at sewer lift station 7.
- The Risk Management Plan for hazardous chemicals stored and used at the wastewater treatment plant was completed by outside consultant (Oscar Larson and Associates) for Nevada County Environmental Health.
- Began clearing snow from sludge drying beds.
- Began organizing and inventorying all district maps, plans and drawings.

**Operations Water Plant**

- Operator Leonard Rodrigues attended a test preparation course for his upcoming Grade II water treatment exam.

**Repairs and Maintenance WWTP**

- Repaired hydraulic leak on snow cat transmission.
- Changed oil and filters on 04 Ford service truck and replaced the battery.
- Replaced broken site glass on solids tank blower.
- Cleaned chlorine contact chamber.
- Repaired chlorine and turbidity chart recorder.

**Repairs and Maintenance FWTP**

- Repaired leak in tubing of level transducer at reservoir 1.

**Laboratory**

- Continued sampling of the plant effluent, R-1, R-2 and Towle Mountain for phosphorus and nitrate twice weekly.
- Continued in-house COD and ammonia monitoring of influent composite samples.
- Sent out sludge test results to Waste Management Inc. for approval to dispose of sludge at landfill.

4. **Demonstration of the new Supervisory Control and Data Acquisition (SCADA) system-** Jim King will provide a demonstration of the new Supervisory Control and Data Acquisition at the May Board meeting.

**C. Safety Committee Meeting Minutes**

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

**Motion: Accept The Safety Committee Meeting Minutes for March**  
By: Bob Sherwood  
Second: Dave Oneto  
Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstain

**Motion Carries**

**7. President's Report**

1. **2009 Board Committee Appointments**

Cathy Preis and Dave Oneto volunteered for the Budget Committee. It was decided to postpone all other 2009 Committee appointments to a future meeting.

**8. Committee Reports:**

**Joint Wastewater Facilities Committee** - report from the April 10, 2009 meeting. Tom Skjelstad provided a summary of the meeting. Wade Freedle, Sierra Lakes County Water District was appointed Chair and Rachel Tolmachoff, Vice President Donner Summit Public Utility District Co-Chair of the Joint Wastewater Facilities Committee.

**9. Correspondence: None**

**10. Closed Session: None**

11. **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. Tom Skjelstad informed the Board of Directors that Rachel Tolmachoff will be resigning as Vice President of the Board of Directors.

**12. Adjournment**

**Motion:**       **Adjourn at 7:02p.m.**  
**By:**             Bob Sherwood  
**Second:**       Dave Oneto  
**Vote:**           4 Ayes, 0 Noes, 1 Absent, 0 Abstain

**Motion Carries**

Schedule of Upcoming Meetings

Regular Meeting - May 19, 2009  
Regular Meeting - June 16, 2009  
Regular Meeting - July 21, 2009

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