

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: September 20, 2011**

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 Court, Fair Oaks, CA 95628; Catherine Hansford, Hansford Economic Consulting; Dave Price, Stantec; Steve Beck, Stantec; Dave Fama, Jones Hall; Russ Powell, EPS, Inc.; Sara Schrichte; Bill Quesnel, Sierra Lakes County Water District; Bill Oudegeest, Sierra Lakes County Water District; Valen Brost; Chris Parker, Sugar Bowl Corp.; Joni Kaufman; Wade Freedle, Sierra Lakes County Water District; Cheryl Lebel; Connie Allison; Ulrich Luscher, Sierra Lakes County Water District

1. Call to Order

The Regular Meeting of September 20, 2011 of the Donner Summit Public Utility District Board of Directors was called to order at 6:08 p.m. by President Cathy Preis, at 53823 Sherritt Lane Soda Springs, California.

2. Roll Call

Cathy Preis, President	- Present
Bob Sherwood, Secretary	- Present
Philip Gamick, Director	- Present
Taylor Dolph, Director	- Present
One Vacancy	

3. Clear the Agenda

No Changes

4. Public Participation

None

5. Appointment of Director to Fill a Vacancy on the Board: the Directors will review letters of interest and interview potential candidates. Discussion and action. The Board of Directors reviewed the letter of interest to fill the vacancy on the Board of Directors from Sara Schrichte.

Motion: Appoint Sara Schrichte to Fill the Vacancy on The Donner Summit Board of Directors

By: Bob Sherwood

Second: Phil Gamick

Vote: 4 Ayes, 0 Noes, 0 Absent, 0 Abstain, 1 Vacancy

Motion Carries

As a newly appointed Donner Summit Public Utility District Board Member, Bob Sherwood administered the Oath of Office to Sara Schrichte.

- 6. Donner Summit Public Utility District Community Facilities District #1 Ballot Opening and Vote Tally:** District Bond Counsel will open received ballots and tally the votes for Improvement Areas #1,2,3. Results will be read aloud. Dave Fama and Russ Powell adjourned to the downstairs office to tally the votes.

7. 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 August 2011 -- \$123,444.89

B. Cash Disbursements – Payroll, Month of August 2011 -- \$57,166.13

C. Special Meeting Minutes of August 27, 2011

Motion: Accept the Consent Calendar

By: Bob Sherwood

Second: Taylor Dolph

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

Motion Carries

- 7.1 Stantec Engineering Final Design:** Presentation by Stantec Engineering outlining the final design process including; organizational chart, work plan schedule, key team members and general information. Steve Beck, Project Manager for the design phase of the project and Dave Price, Assistant Project Manager provided the Board of Directors and Staff with numerous handouts. Steve Beck reviewed the following:

1. Donner Summit Public Utility District Project Organization Wastewater Facilities Upgrade and Chart.
2. Donner Summit Public Utility District Wastewater Facilities Upgraded and Expansion Project Final Design Schedule.
3. Donner Summit Public Utility District Request for Statements of Pre-Qualifications from Interested General Contractors.
4. Donner Summit Public Utility District Wastewater Facilities Upgrade and Expansion Project Implementation Schedule and Construction Sequencing.
5. Donner Summit Public Utility District Facilities Upgrade and Expansion Project Task Relationships September 7th 2011.
6. Donner Summit Public Utility District site map.

8. Department Reports

**A. Administration: Tom Skjelstad, General Manager
None**

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

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

Operations WWTP

- ◆ Discontinued river discharge on July 31st.
- ◆ Began discharge to spray irrigation on August 3rd.
- ◆ Inspected 2" pressure sewer line at Boreal and laterals.
- ◆ Inspected water and sewer service mains being installed at Sugar Bowl for their new class rooms.

Operations Water Plant

- ◆ Division of Dam Safety conducted their annual inspection at Lake Angela with everything being in good order.

Repairs and Maintenance WWTP

- ◆ Repaired major leak at the spray irrigation site.

Repairs and Maintenance FWTP

- ◆ Removed tendon covers from covers from the Lake Angela Dam, inspected, cleaned and greased as necessary.

C. Monthly Safety Committee Meeting Minutes, Month of August

Motion: Accept the Safety Committee Meeting Minutes for August

By: Phil Gamick

Second: Bob Sherwood

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

Motion Carries

9. President's Report:

None

- 10. Correspondence:** Letter from Sara Schrichte expressing an interest in filling the vacancy on the Donner Summit Public Utility District Board of Directors. Previously addressed.

Recess – 6:46 p.m.

Meeting resumed at 7:45 p.m.

Julie Bartolini, Clerk of the Board, reported the results of the vote tally for the Community Facilities District No. 1:

Improvement Area 1:	YES	402	NO	6	Passed
Improvement Area 2	YES	89	NO	78	Failed
Improvement Area 3	YES	12	NO	5	Passed

11. Resolutions:

- 1. Resolution 2011-11 Declaring Results of Special Tax for Community Facilities District No. 1 Improvement Area No. 1**
Resolution 2011-11 was tabled until the October 18th Donner Summit Public Utility Districts Board of Directors meeting.
- 2. Resolution 2011-12 Declaring Results of Special Tax for Community Facilities District No. 1 Improvement Area No. 2**
Resolution 2011-12 was tabled until the October 18th Donner Summit Public Utility Districts Board of Directors meeting.
- 3. Resolution 2011-13 Declaring Results of Special Tax for Community Facilities District No. 1 Improvement Area No. 3**
Resolution 2011-13 was tabled until the October 18th Donner Summit Public Utility Districts Board of Directors meeting.

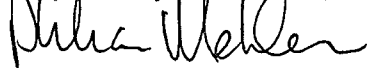
- 12. Ordinance:**
- 1. Ordinance 2011-02 Levying Special Taxes Within the Donner Summit Public Utility District Community Facilities District No. 1**
Ordinance 2011-02 was tabled until the October 18th Donner Summit Public Utility District Board of Directors meeting.
- 13. Committee Reports: None**
- 14. 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 thanked Russ Powell, Dave Fama and Catherine Hansford.
- 15. Adjournment**
- Motion: Adjourn Meeting at 7:50 p.m.**
By: Bob Sherwood
Second: Sara Schrichte
Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstain
Motion Carries

Schedule of Upcoming Meetings

Regular Meeting - October 18, 2011
Regular Meeting - November 15, 2011
Regular Meeting - December 20, 2011 (tentatively scheduled)

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