

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 Special Meeting of the Board of Directors
Held: March 8, 2012**

STAFF PRESENT: Tom Skjelstad, General Manager; Jim King, Plant Manager;
Deleane Mehler, Office Assistant

OTHERS PRESENT: Steve Beck, Stantec; Bob Emerick, Stantec; Dave Price, Stantec;
Bill Quesnel, SLCWD; Tom Burns, SLCWD; Wade Freedle,
SLCWD

Call to Order

The Special Meeting of March 8, 2012 of the Donner Summit Public Utility District Board of Directors was called to order at 6:10 p.m. by President Cathy Preis, at 53823 Sherritt Lane Soda Springs, California.

1. Roll Call

Cathy Preis, President	- Present
Taylor Dolph, Vice President	- Present
Bob Sherwood, Secretary	- Present
Philip Gamick, Director	- Absent - unexcused
Sara Schrichte, Director	- Present

2. Clear the Agenda
No Changes

3. Public Participation
None

4. 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. Special Meeting Minutes of February 14, 2012

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

6. Department Reports

A. Administration: Tom Skjelstad, General Manager

- 1. Update of the DSPUD State Revolving Fund Construction Loan Application-** status of the District's construction loan request for the DSPUD WWTP Upgrade and Expansion Project. Tom Skjelstad reported that he will be attending a meeting in Sacramento with CWSRF staff on March 14, 2012 to discuss the status of the SRF loan. Bob Emerick, Stantec; Geoff Evers, General Council; and Catherine Hanford, Hansford Economic, Inc., will also attend.

7. Report from Stantec Consulting Services, Inc.

- 1. 100% Final Project Design Submittal-** Steve Beck, Design Engineer, Stantec; summarized the 100% Final Project Submittal. A discussion ensued. The Board of Directors, directed Steve Beck to proceed with the Invitation to Bid. Steve Beck stated that the Invitation to Bid will be published in the Sierra Sun on March 14, 2012.

Motion: Accept the 100% Final Project Design For the Donner Summit Wastewater Treatment Plant Upgrade and Expansion.

By: Sara Schrichte
Second: Bob Sherwood
Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstain

Motion Carries

- 2. DSPUD WWTP Upgrade and Expansion Project Proposed Change Order #2.1-** change order proposed by GE Water and Process Technologies and recommended by Stantec to supply a variety of additional equipment less several deductions. Steve Beck, Design Engineer, Stantec; summarized the change order 2.1, additions and deductions. The additional cost of various blowers, the cost associated with the covered walkway between the membrane buildings and misc. changes to the membrane package. The deductions for valves size elimination and chemical panel tank reductions.

Motion: Accept the Change Order 2.1 for GE Water and Process Technologies

By: Bob Sherwood

Second: Sara Schrichte

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

Motion Carries

3. **Stantec Agreement for Professional Services Amendment No. 3** – an amendment to the original agreement between DSPUD and Stantec Consulting dated, August 10, 2010, to provide services during the bid period for the DSPUD WWTP Upgrade and Expansion Project. Steve Beck, Design Engineer, Stantec; discussed the amendment for Professional Services Amendment No. 3 for the Donner Summit Wastewater Treatment Facilities Upgrade and Expansion Project Bid Period Scope of Services.

Motion: Accept the Stantec Agreement for Professional Services Amendment No. 3. For the Donner Summit Public Utility District Wastewater Treatment Plant Upgrade and Expansion Project Bid Period Scope of Services

By: Bob Sherwood

Second: Sara Schrichte

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

Motion Carries

8. **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.

9. **Adjournment**

Motion: Adjourn Meeting at 7:50 P.M.

By: Bob Sherwood

Second: Taylor Dolph

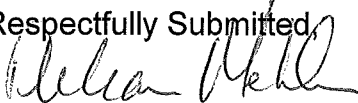
Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstain

Motion Carries

Schedule of Upcoming Meetings

Regular Meeting - March 20, 2012
Regular Meeting - April 17, 2012
Regular Meeting – May 15, 2012

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