

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: July 16, 2013**

STAFF PRESENT: Tom Skjelstad, General Manager; Jim King, Plant Manager;
Julie Bartolini, Office Manager

OTHERS PRESENT: Geoffrey O. Evers, General Counsel by telephone from 641
Fulton Avenue #200, Sacramento CA 95825;

1. Call to Order

The Regular Meeting of July 16, 2013 of the Donner Summit Public Utility District Board of Directors was called to order at 6:10p.m. by President Cathy Preis, at 53823 Sherritt Lane Soda Springs, California.

2. Roll Call

Cathy Preis, President	- Present
Taylor Dolph, Vice President	- Present
Bob Sherwood, Secretary	- Present
Philip Gamick, Director	- Present
Sara Schrichte, 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 June 2013 --
\$597,691.83**
- B. Cash Disbursements – Payroll, Month of June 2013 --
\$55,974.29**
- C. Regular Meeting Minutes of June 18, 2013**
- D. Financials through May 31, 2013**

Motion: Accept the Consent Calendar
By: Bob Sherwood
Second: Sara Schrichte
Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstain
Motion Carries

6. Department Reports

A. Administration: Tom Skjelstad, General Manager

1. **Stantec Monthly Construction Report for the Month of June 2013-**
As Jack Harbour was on vacation, there was no written report from Stantec. Tom Skjelstad provided the Board an overview of the June Project progress.
2. **Syblon Reid Progress Payment Request #9 and DSPUD Disbursement Request #10-** Syblon's payment request for work performed and/or products purchased for the period of June 1, 2013 to June 30, 2013 and DSPUD Disbursement Request #10. Reported.
3. **Big Bend Mutual Water Company (now DSPUD) –** news from Big Bend's annual homeowner meeting. Annexation, funding of the well project, and desire to create a Community Facilities District. Reported.

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

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

Operations WWTP

- Discontinued I&I (Infiltration & Inflow) study using flow meters inserted into manholes around the district.
- Received delivery of 2 new District service trucks.
- Staff received training on the new lime silo feed equipment and controls.

Repairs and Maintenance WWTP

- Laid out and compacted asphalt grinding on river access road.

Repairs and Maintenance FWTP

- Installed new 3" water at Big Bend running under Hampshire Rd.

C. Monthly Safety Committee Meeting Minutes, Month of June

Motion: Accept the Safety Committee Meeting Minutes for June

By: Sara Schrichte

Second: Bob Sherwood

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

Motion Carries

7. **President's Report: None**

8. **Committee Reports: None**

9. **Resolution:**

1. **Resolution 2013-07 of the Donner Summit Public Utility District Adopting Notice of Exemption Pursuant to CEQA Guidelines Section 15301(c); 15302(c); and 15303(d) in Connection with the DSPUD Well**

Motion: Adopt Resolution 2013-07 of the Donner Summit Public Utility District Adopting Notice of Exemption Pursuant to CEQA Guidelines Section 15301(c); 15302(c); and 15303(d) in Connection with the DSPUD Well

By: Bob Sherwood

Second: Sara Schrichte

Roll Call Vote

Bob Sherwood - Aye

Phil Gamick - Aye

Cathy Preis - Aye

Taylor Dolph - Aye

Sara Schrichte - Aye

Motion Carries

10. **Correspondence: None**

11. **Closed Session: None**

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.

13. Adjournment

Motion: Adjourn Meeting at 6:45 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 - August 20, 2013
Regular Meeting - September 17, 2013
Regular Meeting - October 15, 2013

The wording in these minutes are as reread from the notes by the Clerk of the Board.

Respectfully Submitted,

Deleane Mehler
Administrative Assistant