

**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: February 12, 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 Special Meeting of February 12, 2013 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
Taylor Dolph, Vice President	- Present
Bob Sherwood, Secretary	- Present
Philip Gamick, Director	- Present
Sara Schrichte, Director	- Present by telephone from 55479 Kuhio, Hanalei, HI, 96714

**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 January 2013 --  
\$271,714.19**
- B. Cash Disbursements – Payroll, Month of January 2013 --  
\$61,768.80**
- C. Regular Meeting Minutes of January 15, 2013**
- D. Financial Statements, August 2012 – November 2012**

**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. Stantec Monthly Construction Report for the DSPUD Wastewater Facilities Upgrade and Expansion Project, Month of December, 2012-** monthly report of construction activity for December 2013. Reported
- 2. DSPUD/Syblon Reid Fourth Progress Pay Request –** the Fourth Progress Pay Request Estimate for the DSPUD WW Facilities Upgrade and Expansion Project. Reported
- 3. DSPUD Annexation of Big Bend Mutual Water Company-** formal application for DSPUD to annex the BBMWC. Reported

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

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

**Operations WWTP**

- Cleared all sludge drying beds.
- Conducted tour of the plant to members of the South Yuba River Citizens League (SYRCL).
- PG&E set the new transformer.
- Work began on the conversion of the current bulk chemical silo from soda ash to a lime feed system.

**Repairs and Maintenance WWTP**

- Snoquip made repairs to the electrical system on the new snow blower.
- Replaced bearings on the Advanced Treatment Building exhaust fan.
- Replaced battery on the lab/blower building standby generator.
- Telstar serviced the sulfur dioxide and chlorine automatic feed controllers.

**Repairs and Maintenance FWTP**

- Serviced pumps and motors at Boreal Pump Station.

**C. Monthly Safety Committee Meeting Minutes, Month of January**

**Motion: Accept the Safety Committee Meeting Minutes for January**

**By: Taylor Dolph**

**Second: Bob Sherwood**

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

**Motion Carries**

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

**8. Committee Reports: None**

**9. Resolutions: None**

**10. Correspondence:** The District received 2 letters from SDRMA stating the Donner Summit Public Utility District will receive a longevity distribution credit on the 2013-14 renewal invoices for the Workers' Compensation program in the amount of \$2,483.00 and on the Property/Liability program in the amount of \$ 4,910.00. Reported.

**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. None

**13. Adjournment**

**Motion: Adjourn Meeting at 6:43 p.m.**

**By: Bob Sherwood**

**Second: Phil Gamick**

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

**Motion Carries**

**Schedule of Upcoming Meetings**

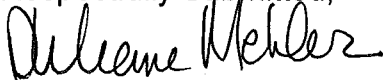
Regular Meeting – March 19, 2013

Regular Meeting – April 16, 2013

Regular Meeting – May 21, 2013

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

Respectfully Submitted,



Deleane Mehler

Administrative Assistant