

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: February 18, 2014**

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

OTHERS PRESENT: None

1. Call to Order

The Regular Meeting of February 18, 2014 of the Donner Summit Public Utility District Board of Directors was called to order at 6:09 p.m. by President Cathy Preis, at 53823 Sherritt Lane Soda Springs, California.

2. Roll Call

Cathy Preis, President	- Present
Sara Schrichte, Vice President	- Present
Bob Sherwood, Secretary	- Present
Philip Gamick, Director	- Present
Alex Medveczky	- Present

3. Clear the Agenda

None

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 2014 -- \$1,019,677.83**
- B. Cash Disbursements – Payroll, Month of January 2014 -- \$85,548.88**
- C. Regular Meeting Minutes of January 14, 2014**

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 January 2014.** Reported.
- 2. Syblon Reid Progress Payment Request #16 DSPUD Disbursement Request #17-** Syblon's payment request for work performed and/or products purchased for the periods of January 1, 2014 to January 31, 2014 and DSPUD Disbursement Request #17. Reported.
- 3. DSPUD Wastewater Facilities Upgrade and Expansion Project Electrical Change Orders-** A proposal from Stantec offering a credit back to the District for certain electrical change orders. Tom Skjelstad reported that he met with Steve Beck on Friday February 7, 2014 to discuss Stantec's proposed credit. Tom Skjelstad explained to Steve that it would be premature for the District to accept the credit of \$19,050 because the project is not complete and other electrical change orders are anticipated. Steve Beck agreed.
- 4. CRWQCB Notice of Public Hearing Concerning Proposed Cease and Desist Order (NPDES NO. CA0081621)-** Tom Skjelstad reported that the District was to have completed its Wastewater Facilities Upgrade and Expansion Project and come into compliance with its discharge permit by April 2014. At this time the project is approximately 65% complete.

Per Water Code Section 13385(j)(3)(ii)(I) the District can (and has) applied for an extension of time with the California Regional Water Quality Control Board (CRWQCB) in order to avoid certain penalties. Additional time may be granted if the District is able to demonstrate that it is making diligent progress towards coming into compliance with its effluent limitations. The CRWQCB staff has recommended to grant the District additional time to meet certain requirements.

The District is on the agenda for the California Regional Water Quality Control Board meeting of March 27/28. Tom Skjelstad will be in attendance and Bob Emerick will be standing by, if needed, at the Stantec Rocklin office.

District staff is pleased that the Regional Board staff recognizes the hard work and effort put in by everyone to move our project forward.

It was decided to take agenda items out of order.

10. Correspondence: E-mail from Tom Skjelstad to Caleb Dardick and Peter Van Zant of SYRCL regarding the Regional Water Quality Board-Donner Summit PUD Notice of Public Hearing. Reported.

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

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

Operations WWTP

- SRC pulled new limed feed tubing to the head works from the lime silo. Staff installed fittings and hooked up new tubing.
- Had inspections done of the wastewater and water treatment plants by Nevada County Health.
- Shut down new lime feed pump system due to failure of pump #1.
- Updated the hazardous materials business plan for both the wastewater and water treatment plants.

Operations Water Plant

- Turned off water at 21995 Yuba Trail and 21563 Donner Pass Road due to water leaks.

Repairs and Maintenance WWTP

- Assisted with repair of the trailer mounted generator. Replaced the fuel injection pump.
- Assisted with the repair of the standby generator at the advanced treatment building. Replaced the heat exchanger.
- Assisted with the repair of the plow blade on the snow cat.

Repairs and Maintenance WTP

- Repaired a water leak at Big Bend.

C. Monthly Safety Committee Meeting Minutes, Month of January

Motion: Accept the Safety Committee Meeting Minutes for January

By: Phil Gamick

Second: Sara Schriche

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: E-mail from Tom Skjelstad to Caleb Dardick and Peter Van Zant of SYRCL regarding the Regional Water Quality Board- Donner Summit PUD Notice of Public Hearing. Item previously addressed.**
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 6:50 p.m.
By: Bob Sherwood
Second: Alex Medveczky
Vote: 5 Ayes, 0 Noes, 0 Absent, 0 Abstain
Motion Carries

Schedule of Upcoming Meetings

Regular Meeting - March 18, 2014
Regular Meeting - April 15, 2014
Regular Meeting - May 20, 2014

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

Respectfully Submitted,



Deleane Mehler
Administrative Assistant