

**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 16, 2014**

**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, Fair Oaks CA 95628

**1. Call to Order**

The Regular Meeting of September 16, 2014 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.

**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: 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 August 2014-- \$893,803.56**
- B. Cash Disbursements – Payroll, Month of August 2014 -- \$88,751.57**
- C. Regular Meeting Minutes of August 19, 2014**

**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 Month of August 2014** Reported.
2. **Syblon Reid Progress Payment Request #23 DSPUD Disbursement Request #24-** Syblon's payment request for work performed and/or products purchased for the periods of August 1, 2014 to August 31, 2014 and DSPUD Disbursement Request #24. Reported.
3. **Letter From Stantec Engineering Consultants-** a letter from Stantec in response to the District letter dated August 7, 2014 requesting a credit from Stantec for electrical change orders on the District Wastewater Plant Upgrade and Expansion Project. Tom Skjelstad reviewed Stantec change order #1 to Professional Services Agreement for Engineering Services during Construction.

**Motion: Authorize the General Manager to Execute Change Order #1 to Professional Services agreement for Engineering Services During Construction with Total of the Agreement not to Exceed \$840,695.00**

By: Bob Sherwood

Second: Sara Schrichte

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

**Motion Carries**

**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**

- Put sludge drying bed #4 back in service.
- Had to shut down membrane Skid #1 Train #2 due to a failure of the permeate pump VFD. Waiting for parts to do the repair.

**Operations Water Plant**

- Completed and sent out monthly fresh water reports to DHS.
- Had Clean Lakes out to address the algae problem with Lake Angela. The District ended up treating the lake to help take care of the algae.
- Staff with help from a Big Bend resident located a spring that had become unhooked. Staff replaced the missing piece of PVC allowing the flow to increase to the fresh water holding tank.

**Repairs and Maintenance WWTP**

- Repaired or replaced multiple sprinklers on the irrigation ski hill.

**Repairs and Maintenance WTP**

- Repaired main line water break located in Boreals parking lot.
- Conducted annual inspection and service of the filter at the water plant.

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

**Monthly Safety Committee Meeting Minutes, Month of August**

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

By: Sara Schrichte

Second: Alex Medveczky

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

**Motion Carries**

7. **President's Report:** SDRMA President's Special Acknowledgement Award-Property/Liability Program and No Paid Workers' Compensation Claims in 2013- 2014. Reported.
8. **Committee Reports:** None
9. **Resolutions:** None
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. Staff was directed to explore Moody's, Truckee Tavern and Rainbow Lodge for the Holiday Dinner on December 5, 2014.
13. **Adjournment:**

**Motion: Adjourn Meeting at 6:40 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 - October 21, 2014

Regular Meeting - November 18, 2014

Regular Meeting - December 16, 2014

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

Respectfully Submitted,  
Deleane Mehler

Administrative Assistant

