

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: November 18, 2014

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

OTHERS PRESENT: Geoffrey O. Evers, General Counsel; Mike Gibson, Gibson &
Company, Inc.

1. Call to Order

The Regular Meeting of November 18, 2014 of the Donner Summit Public Utility District Board of Directors was called to order at 6:17 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- by telephone from 5476 Greenridge Road, Castro Valley, CA 94552

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 October 2014--
\$527,524.40**
- B. Cash Disbursements – Payroll, Month of October 2014 --
\$56,193.30**
- C. Regular Meeting Minutes of October 21, 2014**
- D. Special Meeting Minutes of November 3, 2014**

Motion: Accept the Consent Calendar

By: Bob Sherwood

Second: Sara Schrichte

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

Motion Carries

Financial Statements for the Fiscal Year 2013/14- Mike Gibson reviewed the draft financial statements for the fiscal year ending June 30, 2014 with the Board of Directors in detail.

Motion: Accept the Financial Statements for the Fiscal Year Ending June 30, 2014, as Presented by Mike Gibson

By: Sara Schrichte

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 October 2014. Reported.

2. Syblon Reid Progress Payment Request #25 DSPUD Disbursement Request #26- Syblon's payment request for work performed and/or products purchased for the periods of October 1, 2014 to October 31, 2014 and DSPUD Disbursement Request #25. Reported.

3. Central Sierra Electric Construction Claim- report on status of claim and proposed process to have claim withdrawn. Tom Skjelstad reported that a meeting was held November 12, 2014 to discuss a process whereby the claim submitted by Central Sierra could be withdrawn without the District losing its authority to assess liquidated damages.

As of this date, the process is being evaluated by all parties (the District, Syblon Reid, and Central Sierra).

4. Bioassay Testing of the UV System at the WWTP- all test results passed. Reported.

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

1. Waste Water Flow Data – for October. Reported.

2. Fresh Water Flow Data – for October. Reported.

3. Operations and Maintenance Summary – activities during the month of October. Jim King reported the following:

Operations WWTP

- Began river discharge on 10/29/14.
- Hired a new staff member (Sean Patrick) as a Grade III wastewater operator and a grade II water operator.
- Staff cleaned dust and debris from all of the UV electrical cabinets.
- Finished clearing drying beds and sent out the last 3 sludge dumpsters.

- Put EQ Tank #1 back into service after being retrofitted.
- Supernated clean water from the sludge storage tank to increase volume.
- Staff excavated a 12” effluent line behind the Advanced Treatment Building so the contractor could cap it. Staff then back filled the excavation with cement slurry and dirt fill and replaced a damaged electrical vault.
- Seeded Reactor #1 from Reactor #2 and put Reactor #1 online.
- Staff had a meeting with Boreal and Stantec to discuss the water line tie-in for using effluent for snow making out at Soda Springs Ski Resort.

Operations Water Plant

- Opened gate at Lake Angela Dam.

Repairs and Maintenance WWTP

- Assisted Telstar with the repairs to membrane skid #1 train #2 permeate pump VFD.
- Assisted the contractor SRC with replacement of a cracked spool on membrane skid #1 and train #2.
- Replaced flex board on UV train #3 vessel #2.
- Serviced standby generators at sewer lift stations #8, N1 and N2.
- Conducted annual cleaning of the sewer lift stations.
- Serviced sewage pumps at L-8, N1 and N2.
- Repaired water leak on the service to 21700 Donner Pass Rd.

Repairs and Maintenance WTP

C. Monthly Safety Committee Meeting Minutes, Month of October

Motion: Accept the Safety Committee Meeting Minutes for October

By: Sara Schrichte

Second: Phil Gamick

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

Motion Carries

7. President’s Report:

- 1. Ribbon Cutting Ceremony for the Wastewater Facilities Upgrade and Expansion Project Completion-** a planning committee to organize the celebration of completion of the new wastewater treatment plant. Cathy Preis and Sara Schrichte volunteered to serve on a committee to plan the ribbon cutting ceremony for the wastewater treatment plant.

2. Election of Board Officers for 2015

Motion: Nominate Cathy Preis as President

By: Bob Sherwood

Second: Phil Gamick

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

Motion Carries

Motion: Nominate Sara Schrichte as Vice President

By: Cathy Preis

Second: Phil Gamick

Vote: 4 Ayes 0 Noes 0 Absent 1 Abstain

Motion Carries

Motion: Nominate Bob Sherwood as Secretary

By: Sara Schrichte

Second: Phil Gamick

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

Motion Carries

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. It was decided to cancel the December 16, 2014 Board meeting.

13. Adjournment:

Motion: Adjourn Meeting at 7:13 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 - December 16, 2014- cancelled
- Regular Meeting - January 20, 2014
- Regular Meeting - February 17, 2015

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

Respectfully Submitted,
Deleane Mehler

Administrative Assistant