

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: August 18, 2015

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

OTHERS PRESENT: Geoffrey O. Evers, General Counsel by telephone from 8732 Casa Del Rio, Fair Oaks CA 95628; Dean Marsh, Sauers Engineering, Inc.

1. Call to Order

The Regular Meeting of August 18, 2015 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—by telephone from 2481 Kaanapali Parkway, Lahaina, HI 96761
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 July 2015--\$87,132.95**
- B. Cash Disbursements—Payroll, Month of July 2015--\$94,767.61**
- C. Regular Meeting Minutes of July 21, 2015**
- D. Financials through June 2015**

Motion: Accept the Consent Calendar

By: Bob Sherwood

Second: Alex Medveczky

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

Motion Carries

6. Department Reports

A. Administration: Tom Skjelstad, General Manager

1. **Status of State Revolving Fund** - Status of the District's funding request to the State Revolving Fund for the Project. Tom Skjelstad reported that at its meeting of August 4, the State Water Board at the recommendation of the State Water Board staff revised its rules for the percentage of grants vs. loans for water projects. Good news, the District once again qualifies for an 80% grant instead of the 65% that was reported at your July Board meeting.

Under the revision, the District would be eligible for a 100% grant if water rates were increased to 2% of the Median Household income (MHI). Currently, water rates are 1.5% of the MHI. In order to take advantage of the 100% grant, the rates would need to be increased \$14.58 per month.

In order for the Board to make an informed decision as to whether or not to increase rates to the 2% of MHI, Catherine Hansford is updating the Cost of Service Study for the Water system. Catherine's update will not be ready by the August 18 meeting.

2. **Water Treatment Plant Upgrade-** status of the Water Plant Upgrade Project. Dean Marsh, Sauers Engineering, Inc. was in attendance to give an overview of the project. Dean Marsh reviewed the proposed Water Treatment Plant upgrades with the Board. The description of the Project Scope includes:

1. Expansion of existing building
 - a) Smooth face masonry block to match existing
 - b) Standing seam metal roof
2. Replace roof on existing building
3. Replacement of existing outdoor pressure filter with new filters:
 - a) Packaged 2 stage gravity filtration system
 - b) Two parallel units capable of 0.5 mgd each
4. New electrical controls and instrumentation
5. Install new generator
6. Backwash sump/pumping system
7. Replacement of chemical feed systems
 - a) Tablet chlorination system for ease of operation in winter months
 - b) Transition from alum to PAC (poly-aluminum chloride) coagulant

8. Refurbish existing clearwell
 - a) Add baffles to increase chlorine contact time
 - b) Replace rafters in roof structure
 - c) Recoat interior/exterior
9. Recoat existing backwash storage tank

Motion: Approve the Sauers Engineers, Inc. Proposed Budget for the Water Treatment Plant per their Letter Dated July 20, 2015 in the Amount of \$54,200.00.

By: Sara Schrichte

Second: Phil Gamick

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

Motion Carries

3. **Lake Angela Dam Tendon Project Bid Results-** review of bids and recommendation to award contract. Tom Skjelstad and Dean Marsh reviewed the memo from Sauers Engineering regarding the Lake Angela Dam Tendon Tensioning 2015. It was stated that on August 13, 2015, a bid opening was held for the project described as Lake Angela Dam Tensioning 2015. This project involves checking the tension in 75 vertical tendons that provide structural support to the Lake Angela Dam. This procedure is required by the Division of Dam Safety to be performed every 5 years.

A total of 2 bids were received. Advanced Marine Services Corp. submitted a bid for \$88,804 and Schwager Davis, Inc. submitted a bid for \$68,600. Both bids were lower than the Engineer's estimate of \$120,000 which was based upon costs from the last time this service was performed 5 years ago.

The lower bidder, Schwager Davis, Inc. purchased the post tensioning division from AVAR Construction who previously performed the tensioning services for the District. Discussions with those in the industry indicate that Schwager Davis, Inc. performs a large percentage of this type of work in the State of California. They possess the proper equipment and are qualified to perform this work.

The bid proposal from Schwager Davis, Inc. of San Jose, California appears to be responsive to the bid requirements and the company possesses a current and active California State Contractor's License. There are no claims, complaints, or disciplinary actions on record with the State Contractor's License Board.

RECOMMENDATION

Sauers Engineering, Inc. recommends that the District accept the bid offered by Schwager Davis, Inc. and issue a Notice of Award for the project. Once acceptable bonds and insurance certificates are received, the District would then sign the Contract and issue a Notice to Proceed for the project.

Motion: Accept the Bid from Schwager Davis, Inc. in the Amount of \$68,600.00 and Authorize the General Manager to Sign the Notice to Proceed, Once Legal Council has Reviewed it.

By: Bob Sherwood

Second: Sara Schrichte

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

Motion Carries

4. **Report from Meeting of August 3, 2015 with Senator Feinstein's Field Representative-** meeting to discuss the use of recycled water for snowmaking and the Upgrade of the Wastewater Facility. Tom Skjelstad reported that at the request of Senator Feinstein's office, he met with the Senator's field representative to discuss the District's Upgraded Wastewater Facility and the use of recycled water for snowmaking and residential use. The meeting took place at the District. Boreal Ski Resort was represented by Amy Ohran, Shaydar Edelman, and Matt Peterson. Catherine Hansford also attended. The Senator's office heard about the District project and snowmaking program through Placer Supervisor Jennifer Montgomery. The Field representative listened and was genuinely interested in the recycled water use for snowmaking program.
5. **Proposal for On Call Services with Hansford Economic Consulting-** on-call services for fiscal year 2015/16. Services include, water cost of services study, water treatment plant upgrade funding, and analysis of wastewater treatment facility funding. Reported.

Motion: Authorize the General Manager to Sign the On-Call Professional Services Agreement with Hansford Economic Consulting for Water and Wastewater

By: Sara Schrichte

Second: Alex Medveczky

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 July-Reported.**
2. **Fresh Water Flow Data – for July-Reported.**

3. **Operations and Maintenance Summary** – activities during the month of July. As Jim King was not present, Tom Skjelstad reviewed the written report.

C. Monthly Safety Committee Meeting Minutes, Month of July

Motion: Accept the Safety Committee Meeting Minutes for July

By: Bob Sherwood

Second: Alex Medveczky

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

Motion Carries

7. **President’s Report: None**

8. **Committee Reports: None**

9. **Resolutions:**

1. **Resolution 2015-13 of the Donner Summit Public Utility District Designating Surplus Property and Declaring Such Property Available for Sale.**

Motion: Adopt Resolution 2015-13 of the Donner Summit Public Utility District Designating Surplus Property and Declaring Such Property Available for Sale with the Exhibit Amended to add Minimum bid of \$500.00.

By: Bob Sherwood

Second: Sara Schrichte

Roll Call Vote

Bob Sherwood - Aye

Phil Gamick - Aye- by phone

Sara Schrichte - Aye

Cathy Preis - Aye

Taylor Dolph - Aye

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

Motion Carries

10. **Correspondence:**

1. **Anthony Bochene’s 1st Claim for Damages.** Reported.

Motion: Approve the Settlement with Anthony Bochene in the amount of \$375.00.00

By: Alex Medveczky

Second: Sara Schrichte

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

Motion Carries

2. South Yuba River Citizens League Request for Donation for River Clean Up 2015.

Motion: Approve the Donation to the South Yuba River Citizens League in the Amount of \$500.00

By: Alex Medveczky

Second: Bob Sherwood

Roll Call Vote

Bob Sherwood - Aye

Phil Gamick - Aye- by phone

Sara Schrichte - Abstain

Cathy Preis - Aye

Taylor Dolph - Aye

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

Motion Carries

7:40 Bob Sherwood left the meeting.

11. Closed Session:

Pursuant to Government Code Section 54956.9 (b)(1) Significant exposure to litigation.

7:42 Pursuant to Government code section 54956.9 (b)(1) the Board went into closed session.

8:07 the regular meeting resumed. Cathy Preis stated that in closed session direction was given to Legal Counsel to deny the CSAA claim.

In closed session:

Motion: To Deny the CSAA Claim #1000-84-9557 Robert Sherwood V Donner Summit Public Utility District

By: Alex Medveczky

Second: Sara Schrichte

Roll Call Vote

Bob Sherwood - Absent

Phil Gamick - Aye- by phone

Sara Schrichte - Aye

Cathy Preis - Aye

Taylor Dolph - Aye

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

Motion Carries

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 8:15 p.m.
By: Sara Schrichte
Second: Alex Medveczky
Vote: 4 Ayes, 0Noes, 1 Absent, 0 Abstain
Motion Carries

Schedule of Upcoming Meetings

Regular Meeting - August 18, 2015
Regular Meeting - September 15, 2015
Regular Meeting - October 20, 2015

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

Respectfully Submitted,
Deleane Mehler

Administrative Assistant