

**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: January 19, 2016**

**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 January 19, 2016 of the Donner Summit Public Utility District Board of Directors was called to order at 6:11 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 November 2015-- \$211,527.10 and December 2015--\$1,021,778.41**
- B. Cash Disbursements–Payroll, Month of November 2015-- \$67,467.12 and December 2015--\$107,515.03**
- C. Regular Meeting Minutes of November 17, 2015 and Special Meeting Minutes of December 11, 2015**
- D. Financials for July 2015 and August 2015**

**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. **Status of DWSRF Loan for the Water Treatment Plant Upgrade Project-** report on project funding. Tom Skjelstad reported that he, Catherine Hansford, Hansford Economic and Dean Marsh, Sauers Engineering, attended a meeting in Sacramento with the State Drinking Water State Revolving Fund staff.

The purpose of the meeting was to review the status of the District funding request for its Water Treatment Plant Upgrades. Tom Skjelstad reports that the District is on schedule to meet the Advertisement of Bids deadline as established by District staff and Sauers Engineering. Bid announcements should go out in late March.

2. **Status and Update of the District's Clean Water State Revolving Fund Renegotiation-** staff update to the renegotiation process. Tom Skjelstad stated the focus has primarily been in the areas of planning and strategy.

**Motion: To Direct the General Manager to Start Renegotiations in the Amount of \$6,000,000.00 in Loan Forgiveness and 0% interest.**

By: Bob Sherwood

Second: Phil Gamick

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

#### Motion Carries

3. **Updated Draft Cost of Service Study for Wastewater Service-** Hansford Economic Consulting draft update to the Cost of Service Study first adopted in 2011. Tom Skjelstad reviewed the Draft Projected Five Year Wastewater Rates. It was decided to have a Special Board Meeting on February 2, 2016 at 6:00 p.m. to have Catherine Hansford present the Study to the Board.

4. **Mason Kirby Request to Re-rate and Forfeit 5.6 EDUs –** previous request was denied by the DSPUD Directors. Mr. Kirby has requested a second hearing. There was discussion regarding the claim.

**Motion: Deny Mason Kirby's Claim.**

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

### **Operations WWTP**

- Alternated river discharge with snow storage. Total effluent discharge from the plant was 8.2 MG.
- Continued ammonia feed into both reactors.
- Removed sprinklers from the irrigation location and took all irrigation systems offline for the winter.
- Received bulk Micro “C” deliveries for effluent nitrate control.
- Began snow making at Soda Springs Ski area on 11/23/15.
- Began use of Reactors 1 & 2 heat exchangers to assist with process control.

### **Operations Water Plant**

- Completed and sent in Small Water Supplier Conservation Report.

### **Repairs and Maintenance WWTP**

- Spent time troubleshooting problems with the headworks drum screens.
- Pulled and sent out for repairs storage return pump #2. Reinstalled and put back into service after repairs were completed.
- Performed 100 hour service on the standby generators at sewer lift stations N-1, N-2 and LS-8.
- Performed semi-annual recovery cleans on membranes.
- Serviced pumps at sewer lift stations N-1, N-2 and LS-8.
- Assisted Tesco with MEB main breaker repair.
- Replaced two failed ballasts on Train 1 of the UV system.
- Staff conducted a major repair to the snow/irrigation line to Soda Springs Ski area at the Hwy. 80 overpass.

### **C. Monthly Safety Committee Meeting Minutes, Month of November and December**

**Motion: Accept the Safety Committee Meeting Minutes for November and December**

**By: Sara Schrichte**

**Second: Alex Medveczky**

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

#### **Motion Carries**

### **7. President’s Report: Appointment of Director Schrichte to the CWSRF Renegotiation Team.**

**Motion: Appoint Director Schrichte to the CWSRF Renegotiation Team**

**By: Bob Sherwood**

**Second: Phil Gamick**

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

#### **Motion Carries**

### **8. Committee Reports: None**

### **9. Resolutions: None**

**10. Correspondence:**

**1. AAA Insurance Claim for Damages.** Reported. Legal Council will send a letter to AAA insurance.

**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 8:10 p.m.**

By: Bob Sherwood

Second: Alex Medveczky

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

**Motion Carries**

Schedule of Upcoming Meetings

Special Meeting - February 2, 2016  
Regular Meeting - February 16, 2016  
Regular Meeting - March 15, 2016  
Regular Meeting - April 19, 2016

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

Respectfully Submitted,

Deleane Mehler  
Administrative Assistant