

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 Special Meeting of the Board of Directors
Held: May 8, 2018**

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

OTHERS PRESENT: Geoffrey O. Evers, General Counsel, Pat Malberg

1. Call to Order

The Special Meeting of May 8, 2018 of the Donner Summit Public Utility District Board of Directors was called to order at 6:08 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 April 2018 \$76,203.31**
- B. Cash Disbursements–Payroll, Month of April 2018- \$79,112.37**
- C. Regular Meeting Minutes of April 17, 2018**
- D. Financials through March**

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. **DSPUD Water Treatment Plant Project-** communication between and Manito Construction Inc. and Donner Summit Tramways (aka Donner Ski Ranch). Tom Skjelstad reviewed the April 12, 2018 letter from Manito Construction responding to Marshall Tuttle’s letter dated February 20, 2018.
2. **Sugar Bowl Property Owners Sewer Plan-** update on activities to connect property owners to the District sewer system. Tom Skjelstad reported that the sewer plan is moving forward, though not with as coordinated an effort as he was hoping.

As of now one property owner one property owner wants to connect to the sewer this summer. As Tom Skjelstad understands, plans and specifications are being developed by Auerbach Engineering. In order to provide sewer service to this one property owner a mainline will need to be installed which could ultimately serve fourteen to sixteen other property owners in the future.

As discussed in past meetings, ideally all of the property owners would get together and decide to execute the entire sewer master plan, including plans, specifications, construction and cost allocation.

Depending on the activity over this summer, Tom Skjelstad thinks that the District should reach out to the property owners this winter and try to motivate them to implement the full plan.

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

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

Operations WWTP

- ♦ Completed update to the Hazardous Materials Business Plan for Nevada County Health.
- ♦ Staff met with a representative for a sludge dewatering equipment rental company to discuss options and costs.

Operations Water Plant

- ♦ Located a major leak at the empty Cal Lodge, shut off main line into the building until the new owners make repairs.
- ♦ Staff worked with Nevada County regarding a sinkhole in the Soda Springs Condo’s parking lot. Found that the county had removed a piece of culvert allowing runoff to undermine the area.

Repairs and Maintenance WWTP

- ◆ Cleaned and serviced the sludge polymer feed system.
- ◆ Removed failed transformer from sewer lift station #4 and rewired to run in manual until replacement parts arrive.
- ◆ Replaced the dehumidifier in sewer lift station #8.

Repairs and Maintenance WTP

- ◆ Began repairs to the water line in front of the Sugar Bowl gas Station.

C. Monthly Safety Committee Meeting Minutes, Month of April

Motion: Accept the Safety Committee Meeting Minutes for April

By: Phil Gamick

Second: Sara Schrichte

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

Motion Carries

7. President's Report: None

8. Committee Reports: None

9. Director Requested Item(s). Director Schrichte: General Manager's Contract Renewal- reaffirm the action taken at the December 27, 2017 Special Board Meeting, regarding the General Manager's Contract renewal. Sara Schrichte reviewed her memo dated May 2, 2018 with the Board of Directors. Tom Skjelstad requested the minutes reflect Geoff Evers letter to the Board of Directors dated April 20, 2018 stated that it is in his opinion that the discussion and negotiation of the General Manager's contract in closed session is not in a violation of the Brown Act and is subject to the labor negotiation exception to the open meeting laws.

Motion: Affirm the General Manager's Contract as Follows:

- 1. The term of the General Manager's contract is three years.**
- 2. The General Manager's salary is \$198,222 per year plus an annual cost-of-living increase, the same as provided to other District employees.**
- 3. The General Manager is guaranteed a pay-per-performance bonus of \$68,742.22 regardless of whether the contract is terminated early by either party.**
- 4. The General Manager is entitled to paid holidays, 25 days of paid vacation and 25 days of paid sick leave each year. Total accumulation sick leave shall not exceed 400 hours.**
- 5. The General Manager is expected to work a 40 hour work week, but will not be required to expend any accrued vacation for any day in which he works at least 4 hours.**
- 6. The General Manager does not receive health, dental or life insurance as part of this agreement.**

By: Bob Sherwood

Second: Alex Medveczky

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

Motion Carries

10. **Correspondence: Letter from Marshall Tuttle, VP Donner Summit Tramways to the District’s Directors dated April 24, 2018-** a letter alleging certain grievances including; illegal use of electricity by the District, trespassing, and property damage.

11. Resolutions:

1. **Resolution 2018-02 of the Donner Summit Public Utility District Requesting Collection of Charges on the Nevada County Tax Roll.**

Motion: Adopt Resolution 2018-02 of the Donner Summit Public Utility District Requesting Collection of Charges on the Nevada County Tax Roll.

By: Bob Sherwood

Second: Phil Gamick

Roll Call Vote

Bob Sherwood - Aye

Phil Gamick - Aye

Cathy Preis - Aye

Alex Medveczky - Aye

Sara Schrichte - Aye

Motion Carries

2. **Resolution 2018-03 of the Donner Summit Public Utility District Fixing and Placing a Special Tax Levy on Improvement Areas No. 1 and 3 of the Donner Summit Public Utility District Community Facilities District No.1 for Collection by the County of Nevada.**

Motion: Adopt Resolution 2018-03 of the Donner Summit Public Utility District Fixing and Placing a Special Tax Levy on Improvement Areas No. 1 and 3 of the Donner Summit Public Utility District Community Facilities District No.1 for Collection by the County of Nevada.

By: Phil Gamick

Second: Sara Schrichte

Roll Call Vote

Bob Sherwood - Aye

Phil Gamick - Aye

Cathy Preis - Aye

Alex Medveczky - Aye

Sara Schrichte - Aye

Motion Carries

**3. Resolution 2018-04 of the Donner Summit Public Utility District
Requesting Collection of Charges on the Placer County Tax Roll.**

**Motion: Adopt Resolution 2018-04 of the Donner Summit Public Utility
District Requesting Collection of Charges on the Placer
County Tax Roll.**

By: Alex Medveczky

Second: Bob Sherwood

Roll Call Vote

Bob Sherwood - Aye

Phil Gamick - Aye

Cathy Preis - Aye

Alex Medveczky - Aye

Sara Schrichte - Aye

Motion Carries

**4. Resolution 2018-05 of the Donner Summit Public Utility District Fixing
and Placing a Special Tax Levy on Improvement Areas No. 1 and 3 of
the Donner Summit Public Utility District Community Facilities District
No.1 for Collection by the County of Placer.**

**Motion: Adopt Resolution 2018-05 of the Donner Summit Public Utility
District Fixing and Placing a Special Tax Levy on
Improvement Areas No. 1 and 3 of the Donner Summit Public
Utility District Community Facilities District No.1 for
Collection by the County of Placer.**

By: Sara Schrichte

Second: Bob Sherwood

Roll Call Vote

Bob Sherwood - Aye

Phil Gamick - Aye

Cathy Preis - Aye

Alex Medveczky - Aye

Sara Schrichte - Aye

Motion Carries

5. Resolution 2018-06 of the Donner Summit Public Utility District Declaring an Election Be Held in its Jurisdiction; Requesting the Board of Supervisors of Placer County to Consolidate This Election With Any Other Election Conducted on Said Date; and Requesting Election Services By the County Clerk.

Motion: Adopt Resolution 2018-06 of the Donner Summit Public Utility District Declaring an Election Be Held in its Jurisdiction; Requesting the Board of Supervisors of Placer County to Consolidate This Election With Any Other Election Conducted on Said Date; and Requesting Election Services By the County Clerk

By: Bob Sherwood
Second: Alex Medveczky

Roll Call Vote

Bob Sherwood	-	Aye
Phil Gamick	-	Aye
Cathy Preis	-	Aye
Alex Medveczky	-	Aye
Sara Schrichte	-	Aye

Motion Carries

6. Resolution 2018-07 of the Donner Summit Public Utility District Declaring an Election Be Held in its Jurisdiction; Requesting the Board of Supervisors of Nevada County to Consolidate This Election With Any Other Election Conducted on Said Date; and Requesting Election Services By the County Clerk.

Motion: Adopt Resolution 2018-07 of the Donner Summit Public Utility District Declaring an Election Be Held in its Jurisdiction; Requesting the Board of Supervisors of Nevada County to Consolidate This Election With Any Other Election Conducted on Said Date; and Requesting Election Services By the County Clerk.

By: Sara Schrichte
Second: Phil Gamick

Roll Call Vote

Bob Sherwood	-	Aye
Phil Gamick	-	Aye
Cathy Preis	-	Aye
Alex Medveczky	-	Aye
Sara Schrichte	-	Aye

Motion Carries

7:35 Meeting resumed

**12. Closed Session: Pursuant to Government Code Section 54956.9 (b) (1).
Significant Exposure to Litigation.**

7:35 p.m. Pursuant to the California Government Code §54956.9 the Board of Directors went into closed session.

8:03 p.m. The regular Board meeting resumed.

Cathy Preis stated that in closed session the District's legal counsel was directed to respond to Donner Summit Tramways letter dated April 24, 2018.

13. 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.

14. Adjournment:

Motion: Adjourn Meeting at 8:20 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 - June 19, 2018 (Public Hearing: Wastewater Rate Increase)
Regular Meeting - July 17, 2018
Regular Meeting - August 21, 2018

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

Respectfully Submitted,

Deleane Mehler
Administrative Assistant