

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: July 21, 2020**

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,

1. Call to Order

For the Regular Meeting (Section 54954), July 21, 2020 at 6:00 P.M., the meeting was conducted via Zoom due to the COVID-19 pandemic and in accordance with Governor Newsom's Executive Order N-29-20.

The Regular Meeting of July 21, 2020 of the Donner Summit Public Utility District Board of Directors was called to order at 6:12 p.m. by President Cathy Preis.

2. Roll Call

Cathy Preis, President	- Present
Sara Schrichte, Vice President	- Present
Bob Sherwood, Secretary	- Present
Philip Gamick, Director	- Present
Alex Medveczky, Director	- 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 June \$63,598.50

B. Cash Disbursements–Payroll, Month of June \$83,724.89

C. Regular Meeting Minutes of June 2020

Motion: Accept the Consent Calendar

By: Phil Gamick

Second: Bob Sherwood

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

Motion Carries

6. Department Reports

A. Administration: Tom Skjelstad, General Manager

1. **Recycled Water Permit for Donner Pass Rd. Improvement Project-** use of recycled water for dust control and construction for the Project. Status of the Permit application. Tom Skjelstad reported that we have received the permit.
2. **General Manager Performance Objectives-** objectives for fiscal year 2020/21. Tom Skjelstad reviewed his memo with the Board of Directors.

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

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

Operations WWTP

- ◆ Took the heat exchangers off-line, cleaned out and shut down for the summer.
- ◆ Filled reactor #1 and put back into service after repairs.
- ◆ Drained and cleaned Reactor #2 for air diffuser replacement.
- ◆ Finished prepping sludge drying beds and began using them.
- ◆ Finished installation of sprinklers on the ski hill in preparation for spray irrigation.

Operations Water Plant

- ◆ Located a water shut off for a cabin #8 and turned off due to leak at the residence at Big Bend.
- ◆ Staff attended a construction meeting for the HWY 40 improvement project.

Repair and Maintenance WWTP

- ◆ Began replacing aerator diffuser membranes in Reactor #2.
- ◆ Assisted outside contractor with the annual flow meter calibrations.

Repair and Maintenance WTP

- ◆ Installed a new plant waste station pump and began working on the controls.
- ◆ Swapped out the finished water pump on filter #1 and sent the failed one in for repairs.

C. Monthly Safety Committee Meeting Minutes, Month of June.

Motion: Accept the Safety Committee Meeting Minutes for June

By: Bob Sherwood

Second: Alex Medveczky

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

Motion Carries

7. Committee Report: None

8. President Report- None

9. Resolutions: None

10. 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 matter of business on a future agenda. Julie Bartolini reminded the Board of Directors that candidate filing has opened for the November 3, 2020 election. There be a succession planning meeting Monday July 27, 2020 at 5:00 p.m.

11. Adjournment:

Motion: Adjourn Meeting at 7:11 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 - August 18, 2020

Regular Meeting - September 15, 2020

Regular Meeting - October 20, 2020

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

Respectfully Submitted,

Deleane Mehler
Administrative Assistant