

APPROVED

**Donner Summit Public Utility District
Board of Directors Regular Meeting
Minutes
Tuesday, March 21, 2023 - 6:00 P.M.
DSPUD Office, 53823 Sherritt Lane, Soda Springs California**

STAFF PRESENT: Steven Palmer, General Manager; Jim King, Plant Manager;
Deleane Mehler, Office Assistant

OTHERS PRESENT: Geoffrey O. Evers, General Counsel; Catherine Hansford,
Economic Consulting; Joni Kaufman

1. Call to Order

The Regular Meeting of March 21, 2023 of the Donner Summit Public Utility District Board of Directors was called to order at 6:09 p.m. by President Cathy Preis.

2. Roll Call

Cathy Preis, President	- Present
Joni Kaufman, Vice President	- Absent
Dawn Parkhurst, Secretary	- Present
Philip Gamick, Director	- Present
Craig Combs, Director	- Present

3. Clear the Agenda- None

4. Public Participation – *This is time set aside for the public to address the Board on any matter not on the agenda. Comments related to any item already on the agenda should be addressed at the time that that item is considered. Each speaker will be limited to five minutes, but speaker time may be reduced at the discretion of the Board President if there are a large number of speakers on any given subject.* 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. Approve Finance Report for March 21, 2023

- 1. Cash Disbursements–General**, Month of February
- 2. Cash Disbursements–Payroll**, Month of February
- 3. Schedule of Cash and Reserves**, January
- 4. Accountants Financial Statements**, January

- B. Approve Regular Meeting Minutes February 21, 2023**
- C. Approve Monthly Safety Meeting Minutes – February 2023**

Motion: Accept the Consent Calendar
By: Phil Gamick
Second: Craig Combs
Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstain, 0 Vacancy
Motion Carries

6. Department Reports

- A. Administration - Steven Palmer, General Manager.** Reported
- B. Operations and Maintenance Summary, February.** Reported

7. Public Hearings

- A. Adopt an Ordinance Updating the Fees Charged to Connect to the Sewer System.** Catherine Hansford, Hansford Economic Consulting gave a presentation on the updated fees charged to connect to the sewer system.

Motion: Adopt Ordinance 2023-01 of the Donner Summit Public Utility Updating the Fees Charged to Connect to the Sewer System
By: Dawn Parkhurst
Second: Phil Gamick
Roll Call Vote
Cathy Preis - Aye
Phil Gamick - Aye
Joni Kaufman - Absent
Dawn Parkhurst - Aye
Craig Combs - Aye
Motion Carries

8. Action Items

- A. Adopt a Resolution Approving an Updated Employee Handbook. General Manager.** General Manager, Steven Palmer, presented the Updated Employee Handbook.

Adopt Resolution 2023-06 Approving an Updated Employee Handbook
By: Phil Gamick
Second: Dawn Parkhurst
Roll Call Vote
Cathy Preis - Aye
Phil Gamick - Aye
Craig Combs - Aye
Joni Kaufman - Absent
Dawn Parkhurst - Aye
Motion Carries

9. Director Reports: *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.*

10. Adjournment

Motion: **Adjourn Meeting at 7:27 p.m.**
By: Phil Gamick
Second: Craig Combs
Vote: 4 Ayes, 0 Noes, 1 Absent, 0 Abstain, 0 Vacancy
Motion Carries

Schedule of Upcoming Meetings

Regular Meeting – April 18, 2023
Regular Meeting – May 16, 2023
Regular Meeting – June 20, 2023

Respectfully Submitted,

Deleane Mehler

Deleane Mehler
Administrative Assistant