



SOUTH TAHOE PUBLIC UTILITY DISTRICT

Randy Vogelgesang, President
Chris Cefalu, Director

BOARD MEMBERS
James R. Jones, Director

Kelly Sheehan, Vice President
Nick Exline, Director

John Thiel, General Manager

Shannon Cotulla, Assistant General Manager

REGULAR MEETING OF THE BOARD OF DIRECTORS SOUTH TAHOE PUBLIC UTILITY DISTRICT March 5, 2020 MINUTES

The South Tahoe Public Utility District Board of Directors met in a regular session, 2:03 p.m., at the District Office, located at 1275 Meadow Crest Drive, South Lake Tahoe, California.

ROLL CALL:

Board of Directors: President Vogelgesang, Directors Cefalu, Jones, Sheehan, Exline

Staff: Paul Hughes, Shannon Cotulla, Gary Kvistad, Melonie Guttry, Bren Borley, Star Glaze, Tony Prieto, Debbie Henderson, Ryan Lee, Julie Ryan, Heidi Baugh, Chris Stanley, Brent Goligoski, Cuz Cullen, Stephen Caswell, Shelly Thomsen, Jim Kelly, Jonathan Flora

Guests: Rick Lind, El Dorado County Water Agency; Dave Galicia, GB General Engineering Contractor, Inc.

CORRECTIONS TO THE AGENDA OR CONSENT CALENDAR:

None

CONSENT CALENDAR:

Moved Cefalu/Second Sheehan/Vogelgesang Yes/Cefalu Yes/Jones Yes/Sheehan Yes/Exline Yes to approve the Consent Calendar as presented.

a. **WATER METERS AND PARTS**

(James Cullen, Inspection Supervisor)

1) Authorized exception to bidding procedures as outlined in the Purchasing Policy for a sole source purchase of standardized supplies; and 2) Authorize purchase of meters from Western Nevada Supply in the amount of \$76,414.29 including tax and freight.

b. **GOVINVEST ACTUARIAL SOFTWARE**

(Paul Hughes, Chief Financial Officer and Debbie Henderson, Accounting Manager)

Approved a three year Contract with GovInvest in the amount of \$15,000 for the purchase of software.

- c. **TAHOE REGIONAL PLANNING AGENCY MITIGATION PAYMENT**
(Debbie Henderson, Accounting Manager)
Authorized Payment to Tahoe Regional Planning Agency in the amount of \$43,673.5 for 5% mitigation fee on new sewer connections.
- d. **MARLETTE WATERLINE REPLACEMENT PROJECT**
(Julie Ryan, Engineering Department Manager)
Authorized staff to file a Notice of Completion with the El Dorado County Clerk for the Marlette Waterline Replacement Project.
- e. **REGULAR BOARD MEETING MINUTES: February 19, 2020**
(Melonie Guttry, Executive Services Manager/Clerk of the Board)
Approved February 19, 2020, Minutes

ITEMS FOR BOARD ACTION

- a. 2020 Luther Pass Pump Station Improvements Project (Brent Goligoski, Associate Engineer) – **Brent Goligoski** presented details regarding the 2020 Luther Pass Pump Station Improvements Project.
- President Vogelgesang** opened the Public Hearing at 2:06 p.m. to receive public comments regarding the designation of the 2020 Luther Pass Pump Station Improvements Project as “substantially complex” under Public Contract Code Section 7201. **Brent Goligoski** reported that staff recommends that the Board designate the project as substantially complex and merits a retention amount of 10%. Staff considers this project as substantially complex in accordance with the criteria established in Resolution No. 2904-12:
- a. The Lake Tahoe Basin is a unique area, which, due to its high environmental sensitivity, is highly regulated by Tahoe Regional Planning Agency (TRPA).
 - b. Tahoe Regional Planning Agency imposes environmental regulations and special requirements on contractors that they would not normally experience outside of the Lake Tahoe Basin.
 - c. Based on the critical nature of these facilities, the duration that these facilities are out of operation must be minimized.
 - d. Two or more different trades or subcontractors are anticipated to be involved in the construction of this project.
 - e. The construction schedule is a significant concern because of the compressed construction season within the Lake Tahoe Basin.
 - f. Tank coating is not a routine project performed by the District and its integrity cannot be tested until its installation is complete.
 - g. The work includes the construction of large underground facilities, whose integrity cannot be tested until installation is complete.

There were no public comments or protests received and **President Vogelgesang** closed the Public Hearing at 2:09 p.m.

Moved Sheehan/Second Cefalu/Vogelgesang Yes/Cefalu Yes/Jones Yes/Sheehan Yes/Exline Yes to 1) Hold a Public Hearing at 2:01 p.m., to receive comments on the designation of the 2020 Luther Pass Pump Station Improvements Project as "substantially complex" under Public Contract Code Section 7201; and, 2) Pursuant to the facts, find the project substantially complex and requires a 10% retention limit.

- b. 2020 Sewer Improvements Project (Julie Ryan, Engineering Department Manager) – **Julie Ryan** presented information regarding the 2020 Sewer Improvements Project requesting the Board waive the property owner's responsibility for replacement of the lower sewer lateral pursuant to Section 1.1.86 of the Administrative Code for the 2020 Sewer Improvements Project and addressed questions from the Board. **Attorney Kvistad** reported the District is changing the horizontal and vertical alignment of the sewer main in this particular situation, necessitating replacement of the lower laterals.

Moved Sheehan/Second Cefalu/Vogelgesang Yes/Cefalu Yes/Jones Yes/ Sheehan Yes/Exline Yes to 1) Waive the property owner's responsibility for replacement of the lower sewer lateral pursuant to Section 1.1.86 of the Administrative Code for the 2020 Sewer Improvements Project; and, 2) Authorize staff to include replacement of the lower sewer laterals as an added alternate bid item for the 2020 Sewer Improvements Project.

- c. 2020 Wastewater Treatment Plant Hazard Fuel Mitigation Project (Julie Ryan, Engineering Department Manager and Heidi Baugh, Purchasing Agent) – **Julie Ryan** provided a detailed report of the 2020 Wastewater Treatment Plant Hazard Fuel Mitigation Project.

Moved Exline/Second Jones/Vogelgesang Yes/Cefalu Yes/Jones Yes/ Sheehan Yes/Exline Yes to 1) Authorize District staff to enter into an Agreement with the California Tahoe Conservancy for reimbursement of the 2020 Wastewater Treatment Plant Hazard Fuel Mitigation Project costs; 2) Waive minor irregularities in the Ronwright Logging Lumber Construction, Inc., bid; and, 3) Award the 2020 Wastewater Treatment Plant Hazard Fuel Mitigation Project to Ronwright Logging Lumber Construction, Inc., the apparent lowest responsive, responsible bidder.

- d. Waste Water Treatment Plant Emergency Generator Replacement Project (Stephen Caswell, Principal Engineer) – **Steve Caswell** provided details regarding the project status as well as the proposed completion and addressed questions from the Board.

Moved Vogelgesang/Second Cefalu/Vogelgesang Yes/Cefalu Yes/Jones Yes/Sheehan Yes/Exline Yes to approve Amendment B to existing Task Order No. 8 for HDR, Inc., for additional services during design and construction on the Waste Water Treatment Plant Emergency Generator Replacement Project for an amount not to exceed \$70,755.

- e. 2020 Asphalt Patching and Trench Paving Services Bid (Tony Prieto, Supervisor, Underground Repair Water and Heidi Baugh, Purchasing Agent) – **Chris Stanley** and **Tony Prieto** provided a report regarding the 2020 Asphalt Patching and Trench Paving Services Bid and addressed questions from the Board. **Shannon Cotulla** added that he is working with the County regarding paving and will continue these efforts until the paving issues are resolved.

Moved Cefalu/Second Sheehan/Vogelgesang Yes/Cefalu Yes/Jones Yes/ Sheehan Yes/Exline Yes to award bid to GB General Engineering Contractor, Inc., the lowest responsive, responsible bidder, in the amount of the \$426,418.

f. Approve Payment of Claims (Debbie Henderson, Accounting Manager)

Moved Sheehan/Second Cefalu/Vogelgesang Yes/Cefalu Yes/Jones Yes/Sheehan Yes/Exline Yes to approve Payment of Claims in the amount of \$1,717,114.92.

STANDING AND AD-HOC COMMITTEE REPORTS:

Director Cefalu reported that the Finance Committee met on Tuesday, March 3, regarding the proposed budget and state of the District's infrastructure, guiding the proposed rate increases. He further provided talking points regarding connection fees for future Board discussion.

BOARD MEMBER REPORTS:

Director Exline reported the City is hosting a Public Meet and Greet on Monday, March 9, 6-8 p.m. to meet the final four candidates for City Manager.

Director Jones provided a report regarding the recent California Association of Sanitation Agencies/ Association of California Water Agencies (CASA/ACWA) joint Conference in Washington, DC.

Shannon Cotulla added that the Conference and DC visit was worthwhile, including the lobbying efforts focused on priorities around Lake Tahoe.

EL DORADO COUNTY WATER AGENCY PURVEYOR REPORT:

Director Sheehan reported the next meeting is Wednesday, March 11.

GENERAL MANAGER REPORT:

Shannon Cotulla reported on several items:

- Provided a staffing update.
- Provided a brief update regarding Lakeside Park Associates.
- **Shelly Thomsen** provided a report regarding the affordable housing collaborative efforts that the District is involved with.
- An Environmental Policy draft has been presented to the Operations Committee, which will come to the Board in the near future.
- **John Thiel** participated in the Leadership Lake Tahoe leadership panel and District tour yesterday.
- The District has been awarded an ACWA Outreach Award for The Most Effective Agency on Federal Issues in 2019. Two years ago the Board authorized **Shannon Cotulla** to work with ACWA on the headwaters and other relevant issue and this is a result of those efforts.
- On behalf of the District, **Melonie Guttry** is providing information to staff regarding the Coronavirus, steps to take to prevent illness and coordinating efforts with El Dorado County Office of Public Health.

STAFF/ATTORNEY REPORTS:

Shelly Thomsen reported that the California Tahoe Conservancy is developing a Climate Adaptation Action Portfolio, which includes more than 25 local agencies addressing how Climate Change may impact Lake Tahoe and what public agencies are doing to prepare for it. She further detailed the four action items that the District has identified.

Ryan Lee presented a Water Leak Update and addressed questions from the Board.

BREAK AND ADJOURN TO CLOSED SESSION: 3:34 p.m.

RECONVENE TO OPEN SESSION: 4:10 p.m.

- a. Pursuant to Section 54957.6 of the California Government Code, Closed Session may be held regarding public employee evaluation for unrepresented employee position - General Manager.

No reportable Board action

- b. Pursuant to Section 54957.6 of the California Government Code, Closed Session may be held regarding conference with labor negotiators unrepresented employee position - General Manager.

No reportable Board action

ADJOURNMENT: 4:11 p.m.



Randy Vogelgesang, Board President
South Tahoe Public Utility District



Melonie Guttry, Clerk of the Board
South Tahoe Public Utility District