



SOUTH TAHOE PUBLIC UTILITY DISTRICT

David Peterson, Vice President
Chris Cefalu, Director

BOARD MEMBERS
Shane Romsos, Director

Kelly Sheehan, President
Nick Exline, Director

John Thiel, General Manager

Paul Hughes, Chief Financial Officer

REGULAR MEETING OF THE BOARD OF DIRECTORS SOUTH TAHOE PUBLIC UTILITY DISTRICT January 6, 2022 MINUTES

The South Tahoe Public Utility District Board of Directors met in a regular session, 2:02 p.m., at the District Office, located at 1275 Meadow Crest Drive, South Lake Tahoe, California.

ROLL CALL:

Board of Directors: President Sheehan, Directors Cefalu, Romsos, Peterson, Exline

Staff: John Thiel, Paul Hughes, Gary Kvistad, Melonie Guttry, Jason Glaze, Shelly Thomsen, Tim Bledsoe, Mary Alsbury, Liz Kauffman, Heidi Baugh

CORRECTIONS TO THE AGENDA OR CONSENT CALENDAR:

None

CONSENT CALENDAR:

Moved Peterson/Second Cefalu/Sheehan Yes/Cefalu Yes/Romsos Yes/Peterson Yes/Exline Yes to approve the Consent Calendar as presented.

- a. **RESOLUTION TO SUBMIT APPLICATION FOR WATERLINE UPGRADES & IMPROVEMENT PROJECT CONSTRUCTION LOAN FROM STATE WATER RESOURCES CONTROL BOARD DRINKING WATER STATE REVOLVING LOAN FUND**
(Lynn Nolan, Grants Coordinator)
Adopted Resolution No. 3201-22 to Apply for Waterline Upgrades & Improvement Project Construction Loan.
- b. **RESOLUTION TO SUBMIT APPLICATION FOR TAHOE/GLENWOOD WATERLINE UPGRADES PROJECT CONSTRUCTION LOAN FROM STATE WATER RESOURCES CONTROL BOARD DRINKING WATER STATE REVOLVING LOAN FUND**
(Lynn Nolan, Grants Coordinator)
Adopted Resolution No.'s 3202-22, 3203-22 and 3204-22 to Apply for Tahoe/Glenwood Waterline Upgrades Project Construction Loan.
- c. **2021-2022 TANK COATING TOUCHUPS PROJECT**
(Julie Ryan, Engineering Department Manager and Heidi Baugh, Purchasing Agent)
Approved Change Order No. 1 to Top Line Engineers, Inc., in the amount of \$12,550.

- d. **REGULAR BOARD MEETING MINUTES: December 16, 2021**
(Melonie Guttry, Executive Services Manager/Clerk of the Board)
Approved December 16, 2021, Minutes.

ITEMS FOR BOARD ACTION

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

Moved Sheehan/Second Cefalu/Sheehan Yes/Cefalu Yes/Romsos Yes/Peterson Yes/Exline Yes
to approve Payment of Claims in the amount of \$2,535,560.

STANDING AND AD-HOC COMMITTEES AND LIAISON REPORTS:

President Sheehan reported the 2022 committee appointments will remain the same except that the Ad-Hoc Solar Committee will now be titled Solar and Community Power Committee and the El Dorado Water Committee as well as ACWA/JPIA will fall under the Title Board Appointed Representatives. The assignments for 2022 are as follows:

STANDING COMMITTEES (Requires noticing prior to meetings)

- 1) Executive Committee Sheehan/Peterson
- 2) Finance Committee – Sheehan/Cefalu
- 3) Water and Wastewater Operations Committee – Romsos/Peterson
- 4) System Efficiency and Sustainability Committee – Romsos/Exline

AD HOC COMMITTEES (Temporary in nature; no noticing requirements prior to meetings)

- 1) Lakeside Park Associates – Sheehan/Romsos
- 2) Workforce Housing – Romsos/Exline
- 3) Organizational Structure, Service and Efficiency – Sheehan/Cefalu
- 4) Solar and Community Power Committee – Romsos/Exline

LIAISONS (Provides representation upon request by Board President)

- 1) Alpine County – Romsos
- 2) ACWA (Association of California Water Agencies) – Peterson
- 3) CASA (California Association of Sanitation Agencies) – Romsos
- 4) El Dorado County Oversight Board – Sheehan/Hughes Alternate
- 5) City and County Fire Departments – Cefalu
- 6) El Dorado County – Exline
- 7) City Council – Cefalu

BOARD APOINTED REPRESENTATIVES

- 1) El Dorado Water Agency – Peterson/Sheehan Alternate
- 2) ACWA/JPIA Board Representative – Peterson/Kauffman Alternate

Director Exline reported regarding the details from the System Efficiency and Sustainability Committee that met on January 4, 2022, and expressed appreciation for staff efficiencies. **Director Romsos** echoed appreciation for staff efficiencies and reported that several grants are expected to be received by the District. **John Thiel** provided information regarding satellite leak detections at the District and that the District is planning to expand this technology. **Director Peterson** reported the Executive Committee met just prior to the Board Meeting to discuss the General Manager's evaluation.

BOARD MEMBER REPORTS:

Directors Peterson and **Exline** expressed their enthusiasm for the adopt a hydrant program.

Director Peterson suggested the District review the possibility of building staff housing to rent at the Diamond Valley Ranch property. **John Thiel** suggested workforce housing could be an opportunity to discuss this idea.

EL DORADO WATER AGENCY PURVEYOR REPORT:

Director Peterson reported the next meeting is January 12, 2022.

STAFF/ATTORNEY REPORTS:

None

GENERAL MANAGER REPORT:

John Thiel reported on several items:

- Provided a staffing update
- Provided a COVID-19 update including eight employees out testing positive with COVID-19 and another eight out due to exposure. The District is tightening its COVID-19 procedures due to this surge while awaiting state and federal directives.
- Reported regarding the recent snowstorm challenges including snow removal, finding fuel for generators and power outages. He expressed accolades to **Jared Aschenbach** for all his efforts on the electrical front and the field crews in working through challenging weather conditions. The Board congratulated all District staff on their efforts and efficiencies.
- Reported he is beginning the process of developing 2022 goals for the General Manager, which he will provide for discussion at the January 20 Board meeting.

BREAK AND ADJOURN TO CLOSED SESSION: 2:26 p.m.

RECONVENE TO OPEN SESSION: 2:38 p.m.

- a. Pursuant to Section 54957 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 Government Code Section 54957 of the California Government Code, Closed Session may be held regarding unrepresented public employee position – General Manager.

No reportable Board Action

RECONVENE TO OPEN SESSION: 2:40 p.m.

ITEMS FOR BOARD ACTION – CONTINUED

- a. General Manager Agreement for Professional Services (Liz Kauffman, Human Resources Director) – **Liz Kauffman** reported the Executive Committee met with the John Thiel and recommends approval of the General Manager Contract for a three year contract commencing January 6, 2022 through January 16, 2025, which includes a merit increase based on satisfactory performance and an indemnity clause.

Moved Cefalu/Second Sheehan/Sheehan Yes/Cefalu Yes/Romsos Yes/Peterson Yes/Exline Yes to approve the General Manager Agreement for Professional Services, between the South Tahoe Public Utility District and John Thiel for the position of General Manager, commencing January 6, 2022.

- b. General Manager Salary (Liz Kauffman, Human Resources Director) – **Liz Kauffman** reported the Board met with the General Manager to perform an annual performance evaluation and found that his performance has been exemplary, therefore recommending approval to the next step in the salary range.

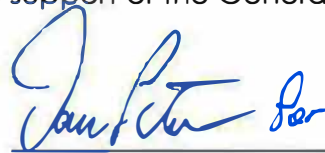
Moved Peterson/Second Romsos/Sheehan Yes/Cefalu Yes/Romsos Yes/Peterson Yes/Exline Yes to approve the General Manager's Salary for 2022-23 Contract year in the amount of \$20,337.30 per month or \$244,047.65 annually effective January 6, 2022 through January 14, 2023.

_____ Director Peterson noted that Unanimous Board support of the General Manager is impressive, powerful and positive.

ADJOURNMENT: 2:43 p.m.



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



Kelly Sheehan, Board President
South Tahoe Public Utility District