



SOUTH TAHOE PUBLIC UTILITY DISTRICT

David Peterson, President
Nick Haven, Director

BOARD MEMBERS
Shane Romsos, Vice President

Kelly Sheehan, Director
Nick Exline, Director

Paul Hughes, General Manager

Andrea Salazar, Chief Financial Officer

REGULAR MEETING OF THE BOARD OF DIRECTORS SOUTH TAHOE PUBLIC UTILITY DISTRICT December 21, 2023 MINUTES

The South Tahoe Public Utility District Board of Directors met in a regular session, 2:01 p.m., at the District Office, located at 1275 Meadow Crest Drive, South Lake Tahoe, California.

ROLL CALL: Board of Directors: President Peterson, Directors Haven, Romsos, Sheehan, Exline
Staff: Paul Hughes, Andrea Salazar, Keith Collins, Melonie Guttry, Shannon Chandler, Ryan Lee, Greg Dupree, Chris Stanley, Trevor Coolidge, Stephen Caswell, Vincent Stagnaro, Mark Seelos, Heidi Baugh, Brent Goligoski, Shelly Thomsen, Buck McClelland, Megan Colvey, Taylor Jaime, Donielle Morse
Guests: Heidi Mayerhofer, Senator Marie Alvarado-Gil's Office

1. PLEDGE OF ALLEGIANCE:

2. **COMMENTS FROM THE PUBLIC:** Heidi Mayerhofer from Senator Alvarado-Gil's Office introduced herself as the Senator's liaison and provided her mobile hours at City Hall. The Board expressed their appreciation to the Senator's office for all the water bills and her support.

3. **CORRECTIONS TO THE AGENDA OR CONSENT CALENDAR:** None

4. ADOPTION OF CONSENT CALENDAR:

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

a. **WINTER STORMS EMERGENCY RESPONSE**

(Paul Hughes, General Manager)

Pursuant to Public Contract Code Section 22050(c), continued the emergency action to respond to the Winter Storms Emergency pursuant to Resolution No. 3242-23.

b. **REBID 2023 ASPHALT PATCHING AND TRENCH PAVING SERVICES BID**

(Chris Stanley, Field Operations Manager and Heidi Baugh, Purchasing Agent)

Approved Change Order No. 3 for final quantities for the 2023 season.

c. DIAMOND VALLEY RANCH ENGINEERING SUPPORT SERVICES

(Mark Seelos, Water Resources Manager)

1) Approved the proposed Scope of Work from JLR Consultants to provide as-needed consulting support services for operation and reporting of recycled water systems at Diamond Valley Ranch over a two-year period; and 2) Authorized the General Manager to execute Task Order No. 1 in an amount not to exceed \$125,000 over Fiscal Years 2024 and 2025.

d. SEWER PUMP STATIONS CATHODIC PROTECTION TESTING AND WET WELL CONDITION ASSESSMENT

(Megan Colvey, Senior Engineer)

1) Approved the proposed Scope of Work from JDH Corrosion Consultants, Inc. for corrosion engineering and condition assessment services for 29 Sewer Pump Stations; and 2) Authorized the General Manager to execute Task Order No. 10 to the Master Services Agreement with JDH Corrosion Consultants, Inc. in the amount of \$123,800.

e. 2023 LUTHER PASS AND HEAVENLY TANKS REHABILITATION PROJECT

(Brent Goligoski, Associate Engineer)

1) Approved Change Order No. 2 to Farr Construction dba Resource Development Company, in the amount of \$225,490; and 2) Authorized the General Manager to execute Change Order No. 2.

f. TALLAC CREEK SEWER PIPELINE PROTECTION PROJECT

(Julie Ryan, Engineering Department Manager)

Approved Change Order No. 3 to Haen Constructors, reducing the contract amount by \$138,901.87 and extending the Contract Time to 473 days.

g. CALPERS REQUIRED PAY LISTING BY POSITION

(Greg Dupree, Accounting Manager)

Adopted Resolution 3261-23 which incorporates the Pay Listing by Position for the pay listing effective November 9, 2023.

h. FINANCIAL TRANSACTION AUTHORIZATION

(Greg Dupree, Accounting Manager)

Adopted Resolution No. 3262-23 authorizing certain staff to conduct financial transactions, superseding Resolution No. 3240-23.

i. LOCAL AGENCY INVESTMENT FUND FINANCIAL TRANSACTION AUTHORIZATION

(Greg Dupree, Accounting Manager)

Adopted Resolution No. 3263-23 authorizing certain staff to conduct Local Agency Investment Fund Financial Transactions.

j. TAHOE REGIONAL PLANNING AGENCY CERTIFICATES OF DEPOSIT

(Greg Dupree, Accounting Manager)

Adopted Resolution No. 3264-23 authorizing certain staff to initiate purchase and redemptions of Certificates of Deposit held by Tahoe Regional Planning Agency, superseding Resolution No. 3239-23.

k. RECEIVE AND FILE PAYMENT OF CLAIMS (Greg Dupree, Accounting Manager)

Received and filed Payment of Claims in the amount of \$2,927,548.73.

5. CONSENT ITEMS BROUGHT FORWARD FOR SEPARATE DISCUSSION/ACTION: None**6. ITEMS FOR BOARD ACTION:**

- a. Herbert Walkup Pipeline Replacement Project (Brent Goligoski, Associate Engineer) – **Brent Goligoski** provided details regarding the Herbert Walkup Pipeline Replacement Project and addressed questions from the Board.

Moved Sheehan/Second Romsos/Peterson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes to 1) Find that the minor irregularities from Vinciguerra Construction, Inc. to be immaterial and waive the irregularities; and 2) Award the Contract for the Herbert Walkup Pipeline Replacement Project to the lowest responsive, responsible bidder Vinciguerra Construction Inc. in the amount of \$5,565,630.

- b. Stanford Camp Electrical and Generator Building Emergency Replacement Project (Julie Ryan, Engineering Department Manager and Trevor Coolidge, Senior Engineer) – **Trevor Coolidge** provided details regarding the Stanford Camp Electrical Generator Building Emergency Replacement Project and addressed questions from the Board. **Paul Hughes** provided details regarding the Emergency Storms Item regarding the work done at Stanford Camp.

Moved Romsos/Second Haven/Peterson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes to 1) Authorize staff to advertise for bids for the Stanford Camp Electrical and Generator Building Project; 2) Authorize staff to negotiate and purchase 30kw MTU generator and accessory components.

- c. Board Committees Assignments (Melonie Guttry, Executive Services Manager/Board Clerk) – **President Peterson** requested to eliminate Standing Committee: Organizational Structure, Service and Efficiency; and Ad-Hoc Committee: General Management Recruitment. Additionally, the primary liaison for City and County Fire Departments will be **Director Haven** with **Director Romsos** as the alternate and **Melonie Guttry** read the following committee appointments:

STANDING COMMITTEES (Requires noticing prior to meetings)

- 1) Executive Committee Peterson/Romsos
- 2) Finance Committee – Peterson/Haven
- 3) Water and Wastewater Operations Committee – Romsos/Haven
- 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) Tahoe Keys Negotiations – 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 – Haven/Romsos Alternate
- 6) El Dorado County – Haven
- 7) City Council – Exline

8) US Forest Service - Romsos

BOARD APPOINTED REPRESENTATIVES (Attends Agency Board Meetings as a voting member)

1) El Dorado Water Agency – Peterson/Sheehan Alternate

2) ACWA/JPIA Board Representative – Peterson/Kauffman Alternate

Moved Sheehan/Second Peterson/Peterson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes to approve Directors as assigned for each committee, liaisons, and Board appointed representatives for the 2024 calendar year.

7. STANDING AND AD-HOC COMMITTEES AND LIAISON REPORTS:

Paul Hughes reported regarding the December 13, 2023, El Dorado Water Agency meeting.

Director Sheehan reported regarding the El Dorado County Oversight Committee meeting stating that standard business was conducted and some surplus equipment will be sold to be used for affordable housing. Any surplus of funds will be returned in 2024-2025.

8. BOARD MEMBER REPORTS:

Director Sheehan represented the Board at the Employee Communications Committee on December 13, which was well attended and very informative. There was a great vibe in the room and the Board received kudos for the good General Manager hire.

9. STAFF/ATTORNEY REPORTS:

Mark Seelos provided a PowerPoint presentation regarding the South Upper Truckee Well Update and addressed questions from the Board.

10. GENERAL MANAGER REPORT:

Paul Hughes reported on several items:

- Provided a staffing update and introduced **Andrea Salazar** as the Chief Financial Officer
- The January 4, 2024, Board meeting is being cancelled and the next Board meeting will be January 18, 2024. A Board Workshop will be included before the January 18th Board meeting.
- Labor negotiations will begin January 10th. The Compensation Study began December 12th and he provided details regarding the process.
- The consultant is working on the rate studies and will present in February, 2024.
- **Trevor Coolidge** provided an update regarding the solar project status.

11. NOTICE OF PAST AND FUTURE MEETINGS/EVENTS

ADJOURNMENT: 3:01 p.m.

Melonie Güttry, Executive Services Manager/
Clerk of the Board
South Tahoe Public Utility District

David Peterson, Board President
South Tahoe Public Utility District