



SOUTH TAHOE PUBLIC UTILITY DISTRICT

David Peterson, President
Nick Haven, Director

BOARD MEMBERS
Shane Romsos, Vice President

Kelly Sheehan, Director
Nick Exline, Director

John Thiel, General Manager

Paul Hughes, Chief Financial Officer

REGULAR MEETING OF THE BOARD OF DIRECTORS
SOUTH TAHOE PUBLIC UTILITY DISTRICT
February 16, 2023
MINUTES

The South Tahoe Public Utility District Board of Directors met in a regular session, 2:00 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

Absent:

Staff: John Thiel, Gary Kvistad, Paul Hughes, Melonie Guttry, Steve Caswell, Greg Dupree, Bren Borley, Julie Ryan, Ryan Lee, Chris Skelly, Brent Goligoski, Shelly Thomsen, Taylor Jamie, Adrian Combes

1. **PLEDGE OF ALLEGIANCE:**

2. **COMMENTS FROM THE AUDIENCE:** None

3. **CORRECTIONS TO THE AGENDA OR CONSENT CALENDAR:**

John Thiel announced that Item 6d – Liability Claim Against South Tahoe Public Utility District from **Scott Gabler**, is being pulled from the Agenda.

4. **ADOPTION OF CONSENT CALENDAR:**

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

a. **ROCKY 1 WATERLINE REPLACEMENT PROJECT**

(Adrian Combes, Senior Engineer)

- 1) Approved Change Order No. 4 to Haen Constructors in the amount of \$108,476.73; 2) Approved Closeout Agreement and Release of Claims for Haen Constructors for the Rocky 1 Waterline Replacement Project; and 3) Authorized the General Manager to execute both Change Order No. 4 and Closeout Agreement and Release of Claims.

- b. **AL TAHOE WELL REHABILITATION AND AL TAHOE / BAYVIEW EMERGENCY POWER PROJECT**
(Julie Ryan, Engineering Department Manager)
(1) Approved the proposed Scope of Work from Kennedy Jenks to provide engineering consulting services; and, (2) Authorized the General Manager to execute Task Order No. 14B in the amount \$301,653.
- c. **WASTEWATER TREATMENT PLANT AND FIELD STATIONS CONDITION ASSESSMENT**
(Julie Ryan, Engineering Department Manager)
(1) Approved the proposed Scope of Work from Water Systems Consultants to provide engineering consulting services; and, (2) Authorized the General Manager to execute Task Order No. 1D in the amount \$245,681.
- d. **FINANCIAL TRANSACTION AUTHORIZATION**
(Greg Dupree, Accounting Manager)
Adopted Resolution No. 3240-23 authorizing Paul Hughes, Chief Financial Officer; Greg Dupree, Accounting Manager; Erika Franco, Accounting Supervisor; and Kim Garon, Accounting Technician to conduct financial transactions, superseding Resolution No. 3165-2.
- e. **LOCAL AGENCY INVESTMENT FUND FINANCIAL TRANSACTION AUTHORIZATION**
(Greg Dupree, Accounting Manager)
Adopted Resolution No. 3241-23 authorizing Paul Hughes, Chief Financial Officer; Greg Dupree, Accounting Manager; Erika Franco, Accounting Supervisor; and Kim Garon, Accounting Technician to conduct Local Agency Investment Fund Financial Transactions.
- f. **MICROSOFT OFFICE 365 LICENSING AGREEMENT – THIRD YEAR**
(Brian Bartlett, Network/Telecomm Systems Administrator)
Approved the increased Microsoft licensing cost to complete the third year of the Microsoft Office 365 Licensing Agreement in the amount of \$29,244.50.
- g. **2020 LUTHER PASS PUMP STATION IMPROVEMENTS PROJECT**
(Brent Goligoski, Associate Engineer)
1) Approved Change Order No. 4 to TNT Industrial Contractors, Inc., in the amount of <\$130,117.00>; and 2) Authorize the General Manager to execute Change Order No. 4.
- h. **EMERGENCY RESPONSE AND RECOVERY PLAN**
(Jeff Lee, Manager of Plant Operations and Julie Ryan, Engineering Department Manager)
(1) Accepted the proposed Scope of Work from Kennedy Jenks for consulting services; and (2) Authorize the General Manager to execute Task Order No. 12A in the amount \$27,973.
- i. **RECEIVE AND FILE PAYMENT OF CLAIMS** (Debbie Henderson, Accounting Manager)
Received and filed Payment of Claims in the amount of \$2,818,302.12.
- j. **REGULAR BOARD MEETING MINUTES: February 2, 2023**
(Melonie Guttry, Executive Services Manager/Clerk of the Board)
Approved February 2, 2023, Minutes

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

- a. Memorandum of Understanding for the South Tahoe Zero Emissions District (Shelly Thomsen, Director of Public and Legislative Affairs) – **Shelly Thomsen** provided details regarding the Memorandum of Understanding for the South Tahoe Zero Emissions District and addressed questions from the Board. Staff is not asking for approval today but rather, is asking for comments from the Board to be provided to her by February 23, 2023. Once comments are received, staff will bring this item back for consideration.
- b. Local Area Technical Assistance Grant Commitment (Chris Skelly, Information Technology Manager) – **Chris Skelly** reported that the District has received grant funds in the amount of \$491,035.38. These funds are set aside for underserved communities to provide fiberoptic infrastructure. This grant is a zero match grant which is 100% funded.

Moved Sheehan/Second Romsos/Peterson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes to accept conditions to develop fiberoptic infrastructure evaluations, plans, and other work in accordance with the Local Area Technical Assistance grant requirements.

- c. General Manager Salary (Liz Kauffman, Human Resources Director) – **Paul Hughes** provided details regarding the General Manager salary and addressed questions from the Board.

Moved Peterson/Second Exline/Peterson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes to approve the General Manager's Salary for 2023-2024 Contract year effective January 5, 2023.

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

Director Romsos provided details regarding the Operations Committee meeting on Monday, February 13, 2023, as well as the Employee Communications Committee meeting on Wednesday, February 15, 2023. He further reported regarding the Executive Committee Meeting held today. **Director Haven** reported regarding a meeting that he attended with staff and El Dorado County representatives.

8. BOARD MEMBER REPORTS:

President Peterson provided details regarding the Board's budget workshop held just prior to the Board meeting.

9. EL DORADO WATER AGENCY PURVEYOR REPORT:

President Peterson reported that the last meeting was February 8, 2023, and he attended in person. The officers are the same for this year and the Board awarded a contract to develop an ecosystem valuation to serve the watershed. **Melonie Guttry** will distribute the Factsheet from the award.

10. STAFF/ATTORNEY REPORTS:

Ryan Lee reported regarding changes to the District's service call charges and addressed questions from the Board. The Board provided direction to staff to consider full cost recovery for these service calls.

Melonie Guttry reported that the March 2, 2023 Board meeting will be cancelled and a Notice of Cancellation will be distributed Friday, February 17, 2023. The next regular meeting is scheduled for March 16, 2023.

11. GENERAL MANAGER REPORT:

John Thiel reported on several items:

- Provided a staffing update
- Provided details regarding the District's Organizational Study for District Operations with CPS. The Organizational Structure and Efficiency Committee will be included in interviews for this process.
- The District is working with Lake Valley and the City Fire Departments to partner where possible. **John Thiel** provided kudos to **Chris Stanley** and **Frank Abbondandolo** on coordinating these efforts.
- Provided details regarding a recent meeting between staff and El Dorado County representatives.
- Provided details regarding the upcoming City Council Liaison meeting between **Director Exline** and City representatives to coordinate with the City.

12. NOTICE OF PAST AND FUTURE MEETINGS/EVENTS

13. BREAK AND ADJOURN TO CLOSED SESSION: 2:47 p.m.

RECONVENE TO OPEN SESSION: 3:37 p.m.

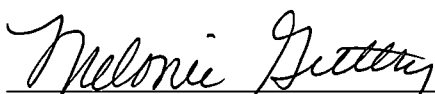
- a. Pursuant to Government Code Section 54956.9(d)(2) of the California Government code, Closed Session may be held for a conference with legal counsel (one case).

The Board accepted the claim against South Tahoe Public Utility District for losses allegedly sustained by Scott Gabler in the amount of \$20,679.84, rejected the Claim as to the balance, and request the Joint Powers Insurance Authority to resolve the Claim and authorize staff to send a notice of rejection as to the balance of the claim.

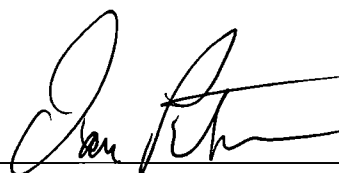
- b. Pursuant to Section 54956.9(d)(1) of the California Government code, Closed Session may be held for conference with legal counsel regarding existing litigation: Contra Costa County Superior Court Case C21-01436, Reanne Mobley; Rena Petri; Douglas Petri vs. JFC Construction, Inc.; Verizon Wireless, Inc.; South Tahoe Public Utility District; et al.

No reportable Board Action

ADJOURNMENT: 3:38 p.m.



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



David Peterson, Board President
South Tahoe Public Utility District