



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
January 5, 2023
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 Peterson, Directors Haven, Romsos, Sheehan

Absent: Director Exline

Staff: John Thiel, Gary Kvistad, Paul Hughes, Melonie Guttry, Jeff Lee, Jess, Brent Goligorsk, Stephen Caswell, Chris Stanley, Taylor Jamie, Greg DuPree, Julie Ryan, Shelly Thomsen, Trevor Coolidge, Shannon Chandler

1. **PLEDGE OF ALLEGIANCE:**

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

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 Absent
to approve the Consent Calendar as presented.

a. **KELLER-HEAVENLY WATER SYSTEM IMPROVEMENTS PROJECT, PHASE 1 – REBID**

(Trevor Coolidge, Senior Engineer)

Approved Final Balancing Change Order No. 2 to White Rock Construction, Inc., in the credit amount of <\$57,121>, and (2) Authorized the General Manager to approve and execute the Closeout Agreement and Release of Claims for White Rock Construction Inc., for the Keller-Heavenly Water System Improvements Project, Phase I – Rebid.

b. **2021-2022 TANK COATING TOUCHUPS PROJECT**

(Julie Ryan, Engineering Department Manager and Heidi Baugh, Purchasing Agent)

Authorized the General Manager to execute the Closeout Agreement and Release of Claims for Topline Engineers, for the 2021-2022 Tank Coating Touchups Project, pending end of the 30-day filing period without receipt of Stop Notice.

c. SEPTEMBER 30, 2022, FISCAL YEAR TO DATE FINANCIAL STATEMENTS

(Paul Hughes, Chief Financial Officer)

Received and filed the September 30, 2022, Income Statement and Balance Sheet Report.

d. RECEIVE AND FILE PAYMENT OF CLAIMS (Debbie Henderson, Accounting Manager)

Received and filed Payment of Claims in the amount of \$1,988,221.99.

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

a. Diamond Valley Ranch Facilities Emergency Repairs Project (Julie Ryan, Engineering Department Manager) – **Julie Ryan** and **Trevor Coolidge** provided an overview of the Diamond Valley Ranch Facilities Emergency Repairs Project and addressed questions from the Board. Staff are recommending the Board Terminate the Emergency Action.

Moved Sheehan/Second Romsos/Peterson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline

Absent to pursuant to Public Contract Code Section 22050(c), terminate emergency action to repair the Diamond Valley Ranch Facilities per Resolution No. 3230-22.

b. Interim Groundwater Program Management (Julie Ryan, Engineering Department Manager) **Julie Ryan** provided details regarding the Interim Groundwater Program Management that will be performed by Kennedy Jenks and addressed questions from the Board. **Attorney Kvistad** provided information regarding the oversight of the work Kennedy Jenks will be performing on behalf of the District. El Dorado Water Agency will be supporting the funding for Groundwater Management under this agreement.

Moved Haven/Second Peterson/Peterson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline

Absent to (1) Approve the proposed Scope of Work from Kennedy Jenks to provide consulting support services for Interim Groundwater Program Management; and (2) Authorize the General Manager to execute Task Order No. 15A in the amount \$153,683.

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

President Peterson reported the 2023 changes to the committee structure and **Melonie Guttry** read the changes as follows:

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
- 5) Organizational Structure, Service and Efficiency – Sheehan/Peterson

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 – Romsos/Haven 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

8. BOARD MEMBER REPORTS:

President Peterson requested that the District pass along to other agencies that Emergency Notifications should not provide a link to a website which is inaccessible in the case of power outages. Rather, Emergency announcements should be made simple, short, and include pertinent information.

Director Haven expressed appreciation to District staff for their efforts during the most recent storms.

9. EL DORADO WATER AGENCY PURVEYOR REPORT:

President Peterson reported the next meeting is January 11, 2023.

10. STAFF/ATTORNEY REPORTS:

Chris Stanley and **Jeff Lee** provided a storm update including District issues experienced and how the District crews have been responding to these issues. **Chris Stanley** reported that staff worked a tremendous amount of overtime and around the clock to keep the wastewater system running smoothly. The District has doubled up on standby crews in case we need them during the next round of storms. **Jeff Lee** provided information of wastewater inflow levels received by the Wastewater Treatment Plant: 12/29 - 4.01 million gallons; 12/30 - 9.5 million; and 12/31 - 10.9 million gallons. The District utilized the Emergency Retention Basin (ERB) for interim storage as the Wastewater Treatment Plant is only able to treat and export up to 8 million gallons per day. Lahontan has been notified regarding the District discharging into the ERB, which is a requirement. Electrical crews worked 33-1/2 hours straight throughout. **Jeff Lee** reported that District staff typically shine during crises and this most recent storm event was a good example. **President Peterson** recommended the District engage with the City and County regarding inflow and infiltration costs of pumping the storm water. All storm costs for staff and equipment are tracked in case of emergency reimbursements. The Board offered kudos for all of staff's efforts on behalf of the District and the community. **Director Romsos** further recommended that the District apply for climate resiliency funding that is available and can be combined with the Capital Improvement Plan (CIP) and infrastructure upgrades. **John Thiel** reported that staff is preparing to bring the CIP forward to the Board in the next few months.

Melonie Gutfry introduced **Shannon Chandler**, Administrative Assistant/Assistant Clerk of the Board.

11. GENERAL MANAGER REPORT:

John Thiel reported on several items:

- Provided a staffing update and reported that the District has retained CPR Consulting to review an upcoming vacancy in Operations and the Water Resource Manager Position.
- Provided an United States Forest Service meeting update including potential funding for the water partnership and the current efforts on those partnerships as well as legislative lobbyists.
- Assessment of the 2022 goals will be completed in the next few days and will be brought back to the Board January 19, 2023. He further reported on a few of the 2022 Goal achievements including:
 - more than 32 miles of sewer inspections were completed by the Underground Repair Sewer Team.
 - Paperless billing was achieved through the Customer Service Department.

12. NOTICE OF PAST AND FUTURE MEETINGS/EVENTS


13. BREAK AND ADJOURN TO CLOSED SESSION: 3:03 p.m.

RECONVENE TO OPEN SESSION: 3:11 p.m.

- a. Pursuant to Government Code Section 54956.9(b) of the California Government Code, Conference with Legal Counsel regarding Potential Litigation (two cases)

No reportable Board Action

ADJOURNMENT: 3:12 p.m.



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



David Peterson, Board President
South Tahoe Public Utility District