



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
March 7, 2024
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
Staff: Paul Hughes, Andrea Salazar, Keith Collins, Melonie Guttry, Shannon Chandler, Julie Ryan, Chris Stanley, Trevor Coolidge, Chris Skelly, Donielle Morse, Chad Ostberg, Greg Dupree, Brent Goligoski, Star Glaze, Megan Colvey, Lauren Benefield, Mark Seelos, Brian Bartlett, Ryan Lee, Emily Comer, Heidi Baugh, Cliff Bartlett
Guests: Robert Haen, Ryan Hock

1. **PLEDGE OF ALLEGIANCE:**
2. **COMMENTS FROM THE PUBLIC:** None
3. **CORRECTIONS TO THE AGENDA OR CONSENT CALENDAR:** None
4. **ADOPTION OF CONSENT CALENDAR:**

Moved Haven/Second Romsos/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. RENEW SOLE BRANDS OF CATERPILLAR AND CASE

(Cliff Bartlett, Fleet/Equipment Supervisor)

Approved a five-year standardization renewal of sole brand Caterpillar and CASE for the District's medium and heavy equipment.

c. RESOLUTION TO TERMINATE WATERLINE LICENSE AGREEMENTS

(Ryan Lee, Customer Service Manager)

Adopted Resolution No. 3269-24 terminating expired water line license agreements effective upon the sale of property to the State of California.

d. MICROSOFT OFFICE 365 LICENSING AGREEMENT

(Brian Bartlett, Network/Telecomm Systems Administrator)

Authorized staff to enter into a licensing agreement with Microsoft for a three-year term for the Office 365 G3 software suite in the amount of \$1,63,072.44.

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

Received and filed Payment of Claims in the amount of \$3,368,165.75.

f. REGULAR BOARD MEETING MINUTES: February 15, 2024

(Melonie Guttry, Executive Services Manager/Clerk of the Board)

Approved February 15, 2024, Minutes

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

- a. REBID 2023 Asphalt Patching and Trench Paving Services (Chris Stanley, Field Operations Manager and Heidi Baugh, Purchasing Agent) – **Chris Stanley** provided details regarding the REBID 2023 Asphalt Patching and Trench Paving Services and addressed questions from the Board. **Attorney Collins** addressed questions regarding the public contracting code and **Paul Hughes** provided further details regarding historical contract extensions.

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

to (1) Approve the Proposal from G.B. General Engineering Contractor, Inc. for a services contract extended through the 2024 season; and 2) Award extended contract for services through the 2024 season in the approximate amount of \$529,322.50.

- b. Return Activated Sludge Pump Station Building Rehabilitation Project (Megan Colvey, Senior Engineer) – **Megan Colvey** provided details regarding the Return Activated Sludge Pump Station Building Rehabilitation Project and addressed questions from the Board.

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

to 1) Approve the proposed Scope of Work from Carollo Engineers, Inc. for Task Nos. 2.1a, 2.1b, 2.3, 2.4, and 5.2 associated with the Return Activated Sludge Pump Station Building Rehabilitation Project; and 2) Authorize the General Manager to execute Amendment B to Task Order No. 30 to the Master Services Agreement with Carollo Engineers, Inc. in the amount of \$606,006.

- c. Al Tahoe/Bayview Backup Power and Al Tahoe Well Rehabilitation (Mark Seelos, Water Resources Manager) – **Mark Seelos** provided details regarding the Al Tahoe/Bayview Backup Power and Al Tahoe Well Rehabilitation and addressed questions from the Board. **Paul Hughes** provided details regarding funding history through the Federal Emergency Management Agency.

Moved Sheehan/Second Exline/Peterson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes to (1) Approve the attached Scope of Work for design and bidding services related to the AI Tahoe/Bayview Backup Power and AI Tahoe Well Rehab Project; and (2) Authorize the General Manager to execute an Amendment to Task Order No. 14C with Kennedy Jenks Consultants in an amount of \$387,247. on or before March 6, 2024.

- d. Waterline Upgrades and Improvement Project Install Sale Agreement (Andrea Salazar, Chief Financial Officer) – **Andrea Salazar** provided details regarding the Waterline Upgrades and Improvement Project Install Sale Agreement and addressed questions from the Board.

Moved Haven/Second Exline/Peterson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes to Approve Resolution No. 3268-24, the Installment Sale Agreement Resolution of the Board of Directors of the South Tahoe Public Utility District for the Waterline Upgrades and Improvement Project.

- e. Local Area Technical Assistance for Fiber Optic Network Planning (Chris Skelly, Information Technology Manager) – **Chris Skelly** provided details regarding the Local Area Technical Assistance for Fiber Optic Network Planning. **Director Romsos** recommended that the District collaborate with Sierra Business Council and the Tahoe Prosperity Center on this effort.

Moved Romsos/Second Sheehan/Peterson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes to 1) Award the Project to the lowest responsive, responsible bidder, Michael Baker International, for the Local Area Technical Assistance for Fiber Optic Network Planning in the amount of \$444,670.00 to; and 2) Authorize the General Manager to execute the contract.

- f. 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 and Generator Building Emergency Replacement Project and addressed questions from the Board. **Robert Haen** and **Ryan Hock** provided details regarding their efforts to submit Haen Constructors' bid. There is significant time and effort put into bidding for these projects and they feel that there was a software issue, not a submission issue. The Board discussed the District's bidding processes, including the electronic Planet Bids program and requested District staff work with Planet Bids to understand what went wrong with the process. **Julie Ryan** addressed the Board's concerns and **Attorney Collins** explained the process of waiving minor irregularities. **President Peterson** requested an Agenda Item on the Board Agenda for one month from this meeting to review staff findings and recommendations to improve the electronic bidding process. **Trevor Coolidge** addressed questions regarding the difference between the Engineer's Estimate and the contractor's bid. He further acknowledged the time and effort put forth for White Rock Construction's bid.

Moved Peterson/Second Exline/Peterson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes to 1) Reject all bids, 2) Direct staff to complete value engineering, and 3) Authorize staff to rebid the Stanford Camp Electrical and Generator Building Emergency Project.

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

Director Romsos reported he attended the Employee Communications Committee Meeting on February 21, 2024, and it was well attended.

President Peterson reported that he will chair the El Dorado Water Agency Meeting in person on Wednesday, March 13, 2024, in Placerville. He will also be participating in the Association of

California Water Agencies conference May 7th through the 9th. He will be out of town from March 15th through 31st. **Director Haven** will be unable to attend the March 15, 2024, meeting, which means the Board will just have a quorum.

8. BOARD MEMBER REPORTS:

None

9. STAFF/ATTORNEY REPORTS:

None

10. GENERAL MANAGER REPORT:

Paul Hughes reported on several items:

- Provided a staffing update, introducing **Adrian Combes** as the new Director of Operations. There were four outstanding internal candidates who applied.
- He attended a meeting with **Brooke Laine** to discuss ongoing missed opportunities with the County.
- The next Finance Committee meeting is scheduled for Tuesday, March 12th at 11:00 a.m.

11. NOTICE OF PAST AND FUTURE MEETINGS/EVENTS**12. BREAK AND ADJOURN TO CLOSED SESSION: 3:37 p.m.**

President Peterson recused himself at 3:41 p.m.

RECONVENE TO OPEN SESSION: 4:34 p.m.

- a. 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: Yolo County Superior Court Case CV 2021-1686, Alpine County vs. South Tahoe Public Utility District; et al.

No reportable Board Action


- b. Pursuant to Government Code Section 54957.6(a)/Conference with Labor Negotiators re: Memorandum of Understanding with Stationary Engineers, Local 39. Present at this Closed Session will be Agency Negotiators: Paul Hughes, General Manager; Andrea Salazar, Chief Financial Officer; Liz Kauffman, Human Resources Director.

No reportable Board Action

- c. Pursuant to Government Code Section 54957.6(a)/Conference with Labor Negotiators re: Memorandum of Understanding with the Management Group. Present at this Closed Session will be Agency Negotiators: Paul Hughes, General Manager; Andrea Salazar, Chief Financial Officer; and Liz Kauffman, Human Resources Director.

No reportable Board Action

ADJOURNMENT: 4:35 p.m.



Shane Romsos, Board Vice-President
South Tahoe Public Utility District



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