



# 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

## REGULAR MEETING OF THE BOARD OF DIRECTORS SOUTH TAHOE PUBLIC UTILITY DISTRICT October 5, 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  
**Staff:** Paul Hughes, Keith Collins, Melonie Guttry, Julie Ryan, Trevor Coolidge, Shelly Thomsen, Bren Borley, Vincent Stagnaro, IV Jones, Shannon Chandler, Greg Dupree, Ryan Lee, Cliff Bartlett, Heidi Baugh, Brent Goligoski, Chris Skelly, Mark Seelos, Taylor Bradshaw, Chelsea Block, Stephen Caswell,  
**Guests:** Jesse Garner, Fire Wise Council

### 1. PLEDGE OF ALLEGIANCE:

2. **COMMENTS FROM THE PUBLIC:** Jesse Garner announced that Sunday starts Fire Prevention Week and this year's theme is "Pay Attention to Fire Prevention" with a focus on Safety in the Kitchen. He also thanked the Board for keeping District lots in his neighborhood fire wise.

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

Melonie Guttry announced there is a request to add Item 7d – Indian Creek Reservoir Emergency Repairs. This Agenda Item was brought to the District's attention after the Agenda had posted and cannot wait another two weeks to be addressed. This Item requires a 4/5's vote to be added to the Agenda today.

Items 4b and 4c are requested to be pulled from the Consent Calendar for discussion as Items 5a and 5b.

Moved Haven/Second Exline/Peterson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes to add Item 7d – Indian Creek Reservoir Emergency Repairs to the Agenda.

### 4. ADOPTION OF CONSENT CALENDAR:

Moved Exline/Second Peterson/Peterson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes to approve the Consent Calendar with changes 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. **KELLER HEAVENLY WATER SYSTEM IMPROVEMENTS, PHASE 2 PROJECT**

(Trevor Coolidge, Senior Engineer)

Authorized General Manager to approve Notice of Completion with the El Dorado County Clerk for the Keller-Heavenly Water System Improvements, Phase 2 Project.

c. **WATERSMART CONTRACT RENEWAL**

(Chris Skelly, Information Technology Manager and Ryan Lee, Customer Service Manager)

1) Waived formal bidding procedures as allowed for in the District's Purchasing Policy when purchasing special services; and 2) Authorized staff to renew the WaterSmart platform contract established in 2017 for an additional three-year term in the amount of \$80,746.67.

d. **2023 FLAGPOLE 2 – IROQUOIS 2 TANKS RECOATING PROJECT**

(Megan Colvey, Senior Engineer and Heidi Baugh, Purchasing Agent)

1) Approved Change Order No. 2 to Farr Construction Corporation dba Resource Development Group (RDC) in the amount \$63,572.00; 2) Authorized the General Manager to execute Change Order No. 2; and 3) Authorized the General Manager to sign the Notice of Completion to be filed with El Dorado County Clerk for the 2023 Flagpole 2 – Iroquois 2 Tanks Recoating Project.

e. **BARTON VALVE INSTALLATION PROJECT**

(Adrian Combes, Senior Engineer)

1) Approved Change Order No. 1 to Haen Constructors in the amount of \$72,827.88 and 2) Authorize the General Manager to execute Change Order No. 1.

f. **2023 LUTHER PASS AND HEAVENLY TANKS REHAB PROJECT**

(Brent Goligoski, Associate Engineer)

1) Approved Change Order No. 1 to Farr Construction dba Resource Development Company, in the amount of \$18,600.00; and 2) Authorize the General Manager to execute Change Order No. 1.

g. **PALOMA WELL REHABILITATION PROJECT – REBID**

(Mark Seelos, Water Resources Manager)

1) Approved Change Order No. 4 to Zim Industries, adding 124 days at no cost; and 2) Authorize the General Manager to execute Change Order No. 4.

h. **SURPLUS EQUIPMENT**

(Heidi Baugh, Purchasing Agent)

Authorized TNT Auction of Nevada, Inc. to auction South Tahoe Public Utility District surplus at public on-line sale.

i. **LIABILITY CLAIM AGAINST SOUTH TAHOE PUBLIC UTILITY DISTRICT RECEIVED FROM LACHLAN RICHARDS**

(Ryan Lee, Customer Service Manager)

Rejected the Claim against South Tahoe Public Utility District for losses allegedly sustained by Bryan Rosner and request the Joint Powers Insurance Authority (JPIA) to resolve the Claim.

- j. **LIABILITY CLAIM AGAINST SOUTH TAHOE PUBLIC UTILITY DISTRICT RECEIVED FROM BRYAN ROSNER**  
(Ryan Lee, Customer Service Manager)  
Rejected the Claim against South Tahoe Public Utility District for losses allegedly sustained by Bryan Rosner and request the Joint Powers Insurance Authority (JPIA) to resolve the Claim.
- k. **RECEIVE AND FILE PAYMENT OF CLAIMS** (Greg Dupree, Accounting Manager)  
Received and filed Payment of Claims in the amount of \$6,794,732.01.
- l. **REGULAR BOARD MEETING MINUTES: September 7, 2023**  
(Melonie Guttry, Executive Services Manager/Clerk of the Board)  
Approved September 7, 2023, Minutes

5. **CONSENT ITEMS BROUGHT FORWARD FOR SEPARATE DISCUSSION/ACTION:**

a. **FLEET TRUCK PURCHASES**

(Cliff Bartlett, Fleet Equipment Supervisor) - **Cliff Bartlett** provided details regarding the proposed Fleet Truck Purchases, lead time needed to procure them, and addressed questions from the Board. **Director Exline** asked that staff provide a written plan clarifying how and when fleet vehicles are rotated out, and including proposed future purchases. **President Peterson** requested the General Manager work with staff to provide such a report in the future. **Trevor Coolidge** added that a Request for Proposals (RFP) is currently in development for electrification and charging stations.

**Moved Peterson/Second Sheehan/Peterson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes** to authorize purchases of up to 6 light- and heavy-duty trucks through the National Auto Fleet Group competitively bid Sourcewell Contracts, in an amount not to exceed \$430,000 including estimated tax, registration and delivery charges.

- b. **BLACK BART WATERLINE PROJECT** - (Trevor Coolidge, Senior Engineer) – **Trevor Coolidge** provided details regarding the Black Bart Waterline Project and addressed questions from the Board.

**Moved Exline/Second Peterson/Peterson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes** to authorize General Manager to approve Notice of Completion with the El Dorado County Clerk for the Black Bart Waterline Project.

6. **PRESENTATION: President Peterson** presented the Award of Government Finance Officers Certificate of Achievement of Excellence in Financial Reporting to the Finance Department.

7. **ITEMS FOR BOARD ACTION:**

- a. Recycled Water Strategic Plan (Stephen Caswell, Principal Engineer) – **Stephen Caswell** provided details regarding the Recycled Water Strategic Plan provided by Carollo Engineers and addressed questions from the Board. The District is moving into Phase II with six alternatives and a very thorough analysis for recycled water when needed.

**Moved Sheehan/Second Peterson/Peterson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes** to 1) Approve proposal from Carollo Engineers, Inc. in the amount of \$425,367 for engineering services for the Recycled Water Strategic Plan Phase 2; and 2) Authorize the General Manager to execute Task Order No. 31 to the Master Services Agreement with Carollo Engineers, Inc.

- b. Water Meter Installation Project – Property Corner Restoration (Trevor Coolidge, Senior Engineer) – **Trevor Coolidge** provided details regarding the Water Meter Installation Project and addressed questions from the Board.

**Moved Sheehan/Second Exline/Peterson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes** to (1) Approve the proposed Scope of Work from Lumos & Associates for professional surveying services to replace property corners disturbed by water meter projects; and (2) Authorize the General Manager to execute Task Order No. 18 in an amount not to exceed \$359,380.

- c. Storage System Upgrade (Chris Skelly, Information Technology Manager) – **Chris Skelly** provided details regarding the Storage System Update which is the Core of the network storage system and addressed questions from the Board.

**Moved Sheehan/Second Romsos/Peterson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes** to 1) Waive formal bidding procedures as allowed for in the District's Purchasing Policy when an item is economically preferable to match or be compatible with other equipment presently on hand and the purchase is made from the supplier who supplied such equipment; and 2) Authorize the purchase of a new Nimble SAN and compatible server and switching infrastructure from Cadence Team in the total amount (includes tax) of \$189,084.84 .

- d. Indian Creek Reservoir Emergency Repairs (Paul Hughes, General Manager) – **Paul Hughes** and **Trevor Coolidge** provided details regarding the Indian Creek Reservoir Emergency Repairs including dam inspection and how the leak developed and addressed questions from the Board.

**Moved Exline/Second Romsos/Peterson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes** to approve Resolution 3257-23, a Resolution of the Board of Directors of the South Tahoe Public Utility District authorizing the General Manager to exceed his spending authority in order to contract for urgently needed repairs to the Indian Creek Reservoir.

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

None

**9. BOARD MEMBER REPORTS:**

**Paul Hughes** provided details regarding temporary office space for staff located in Meyers that the Board discussed a few meetings ago.

**10. STAFF/ATTORNEY REPORTS:**

**Shelly Thomsen** provided a report regarding the District Website update, which includes an RFP to provide functionality on the back end of the site. The RFP will go out next week, and will be brought back to the Board in November for consideration.

**11. GENERAL MANAGER REPORT:**

**Paul Hughes** reported on several items:

- Provided a staffing update
- Announced that Rebecka Gau was appointed as the General Manager of El Dorado Water Agency. The District was allocated \$50,000 of American Rescue Plan funding at the September meeting and the next regular meeting is October 11, 2023, at the District, so please let **Melonie Guffy** know if you are planning to attend.

- He thanked Jason Vasquez, Executive Director of the California Tahoe Conservancy for working with the District in providing a license to perform an important flow test of the Paloma Well, once the District was able to illustrate that the flow test on its own would not cause any additional flooding which might threaten property that borders the meadow. He further provided details regarding the Apachee Avenue waterline relocation which is due to a County storm drainage project which is moving forward next summer. The County's contractor is completing the work, and the District will reimburse the County through a reimbursement agreement. This is an unplanned and unbudgeted project for the District that's costing approximately \$500,000. Due to this level of expenditure, the cost may be included in a borrowing that is anticipated in the future to utilize tax exempt financing.
- The District had a kick off meeting with Shawn Koorn who will be conducting the rate studies this year and we are in the process of gathering all the data necessary for him to start developing those numbers.
- The District received nine proposals to conduct the next Compensation Study and the compensation committee will review the final proposals next week to make a selection.
- The District is waiting for the Union to notify us that they are ready to start negotiations after they have experienced staff turnover.
- **Trevor Coolidge** addressed questions regarding timber harvesting at the District and reported that staff will provide a further update at the October 19, 2023 meeting.

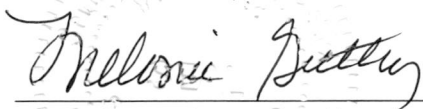
**12. NOTICE OF PAST AND FUTURE MEETINGS/EVENTS**

**ADJOURNMENT:** 3:07 p.m.



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David Peterson, Board President  
South Tahoe Public Utility District



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