



# 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 September 7, 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:** Vice President Romsos, Directors Haven, Sheehan, Exline

**Absent:** President Peterson

**Staff:** Paul Hughes, Keith Collins, Melonie Gutfry, Julie Ryan, Trevor Coolidge, Donielle Morse, Greg Dupree, Dan Arce, Mark Seelos, Brent Goligoski, Heidi Baugh, Adrian Combes, Megan Colvey, Bren Borley, Shannon Chandler, Chris Skelly, Ryan Lee, Stephen Caswell, Lauren Benefield, Cliff Bartlett

**Guests:** Rob Brueck, Hauge Brueck Associates LLP (HBA)

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

Moved Haven/Second Sheehan/Peterson Absent/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. WATER AND SEWER RATE STUDIES

(Paul Hughes, General Manager)

Approved the proposal from HDR Engineering to conduct comprehensive water and sewer rate studies at the estimated cost of \$59,825.

**c. JUNE 30, 2023 PRELIMINARY FISCAL YEAR END FINANCIAL STATEMENTS**

(Paul Hughes, General Manager)

Received and filed the June 30, 2023 Preliminary Income Statement and Balance Sheet Reports.

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

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

Authorized the General Manager to execute Change Order No. 1 to Farr Construction Corporation, dba Resource Development Group, in the amount \$33,843.

**e. RAS PUMP STATION BUILDING REHABILITATION PROJECT**

(Megan Colvey, Senior Engineer)

1) Approved the proposed Scope of Work from Carollo Engineers, Inc., for engineering design services for the RAS Pump Station Building Rehabilitation Project; and 2) Authorized the General Manger to execute Task Order No. 30 to the Master Services Agreement with Carollo Engineers, Inc. in the amount of \$62,789.

**f. 2023 FILTERS NO. 3 AND NO. 4 REHABILITATION PROJECT**

(Megan Colvey, Senior Engineer)

Authorized staff to advertise for Bids for the 2023 Filters No. 3 and No. 4 Rehabilitation Project.

**g. REBID 2023-2024 TANK COATINGS TOUCHUP PROJECT**

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

Authorized the General Manger to sign Notice of Completion to be filed with the El Dorado County Clerk for the REBID 2023-2024 Tank Coatings Touchup Project.

**h. CALPERS REQUIRED PAY LISTING BY POSITION**

(Greg Dupree, Accounting Manager)

Adopted Resolution No. 3256-23 which incorporates the Pay Listing by Position for the pay listing effective August 31, 2023.

**i. KELLER-HEAVENLY WATER SYSTEM IMPROVEMENTS PROJECT, PHASE 3**

(Trevor Coolidge, Senior Engineer)

1) Approved DOWL's Proposal for continued permitting support on the Lookout Tank Access Road Project, in addition to construction and as-built services for the Keller-Heavenly Water System Improvements Project; and 2) Authorized the General Manager to execute Task Order No. 2 in an amount not to exceed \$20,935.

**j. PURCHASE OF TWO 2023 PLUG-IN HYBRID SUV'S**

(Cliff Bartlett, Fleet/Equipment Supervisor)

Approved the purchase of two new plug-in hybrid SUV's for the Engineering and Information Technology Departments through the State of California Department of General Services Contract in the total amount of approximately \$82,570 including tax.

**k. PURCHASING POLICY UPDATE**

(Heidi Baugh, Purchasing Agent)

Adopted Purchasing Policy Update

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

Received and filed Payment of Claims in the amount of \$3,603,104.76.

**m. REGULAR BOARD MEETING MINUTES: August 17, 2023**

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

Approved August 17, 2023, Minutes

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

- a. Secondary Clarifier No. 1 Rehabilitation Project (Stephen Caswell, Principal Engineer) – **Vice President Romsos** opened the Public Hearing at 2:01 p.m. to receive public comments regarding the Secondary Clarifier No. 1 Rehabilitation Project. **Stephen Caswell** provided details regarding the Secondary Clarifier No. 1 Rehabilitation Project and addressed questions from the Board. This project is considered substantially complex due to: 1) two or more different trades or subcontractors are anticipated to be involved in the construction of this project; 2) the project involves instrumentation, controls and/or mechanical equipment; 3) the construction schedule is a significant concern because of the compressed construction season within the Lake Tahoe Basin. No public comments were received, and the Public Hearing was closed at 2:05 p.m.

**Moved Sheehan/Second Exline/Peterson Absent/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes** to pursuant to the facts, find the Project substantially complex and require a 10% retention limit; and authorize staff to advertise for construction bids for this Project.

- b. Wastewater Treatment Plant 1.339MW Solar Array (Julie Ryan, Engineering Department Manager) – **Vice President Romsos** opened the Public Hearing at 2:06 p.m. to receive public comments regarding the Mitigated Negative Declaration of Environmental Impact. **Julie Ryan** provided details regarding the Wastewater Treatment Plant 1.339MW Solar Array and addressed questions from the Board. **Rob Brueck** with HBA provided information regarding the results of the environmental document. No public comments were received, and the Public Hearing was closed at 2:19 p.m.

**Moved Exline/Second Romsos/Peterson Absent/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes** to certify the Mitigated Negative Declaration of Environmental Impact; and, authorize the filing of a Notice of Determination with the El Dorado County Clerk.

- c. City of South Lake Tahoe - Barton Avenue and 2nd Street Drainage Project (Adrian Combes, Senior Engineer) – **Adrian Combes** provided information regarding the City of South Lake Tahoe – Barton Avenue and 2<sup>nd</sup> Street Drainage Project and addressed questions from the Board.

**Moved Haven/Second Romsos/Peterson Absent/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes** to authorize staff to reimburse the City of South Lake Tahoe up to \$165,000 for relocation of District facilities.

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

**Vice President Romsos** provide details regarding a Diamond Valley Ranch (DVR) tour he attended with District staff and **Congressman Kevin Kiley** on August 31, 2023.

**8. BOARD MEMBER REPORTS:**

**Director Haven** reported that he received a call from an owner of multiple local laundry mats expressing his appreciation of the recent District policy change affecting commercial washer rates and the positive impact it has had on his business.

**9. STAFF/ATTORNEY REPORTS:**

**Shelly Thomsen** provided a legislative update including details from a tour with **Congressman Kiley** last week at DVR. **Vice President Romsos** thanked **Trevor Coolidge**, **Shelly Thomsen** and **Paul Hughes** for their excellent representation of the District throughout the tour. **Shelly Thomsen** further reported on progress made regarding the state's water budget and the issues involving seasonal population. The state has invited the District to be a presenter at one of their public hearings in October. **Director Haven** offered his assistance regarding collaboration with other agencies experiencing issues with regulation related to seasonal population. **Dan Arce** provided information regarding the Indian Creek Reservoir (ICR) cyanobacteria bloom issue and addressed questions from the Board. This is a worldwide problem and not native to ICR.

**10. INTERIM GENERAL MANAGER REPORT:**

**Paul Hughes** reported on several items:

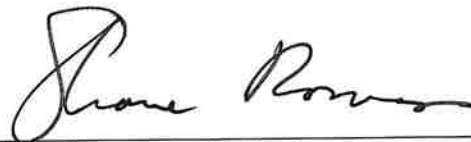
- Provided a staffing update and introduced **Donielle Morse**, Grants Coordinator
- Reviewed the list of General Manager goals that he had previously emailed to the Board

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

**ADJOURNMENT:** 3:05 p.m.



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



Shane Romsos, Board Vice President  
South Tahoe Public Utility District