



# SOUTH TAHOE PUBLIC UTILITY DISTRICT

David Peterson, Vice President  
Chris Cefalu, Director

**BOARD MEMBERS**  
Shane Romsos, Director

Kelly Sheehan, President  
Nick Exline, Director

John Thiel, General Manager

Paul Hughes, Chief Financial Officer

**REGULAR MEETING OF THE BOARD OF DIRECTORS  
SOUTH TAHOE PUBLIC UTILITY DISTRICT  
November 17, 2022  
MINUTES**

The South Tahoe Public Utility District Board of Directors met in a regular session, 2:03 p.m., at the District Office, located at 1275 Meadow Crest Drive, South Lake Tahoe, California.

**ROLL CALL: Board of Directors:** President Sheehan, Directors Romsos, Peterson, Exline

**Absent:** Director Cefalu

**Staff:** John Thiel, Gary Kvistad, Paul Hughes, Melonie Gutfry, Chris Stanley, Chris Skelly, Brian Bartlett, Shelly Thomsen, Jessica Mendoza, Judy DeLeon, Brent Goligoski, Ryan Lee, Julie Ryan, Adrian Combes, Trevor Coolidge,

**Guests:** Mitch Cochran, Past President of Municipal Information Systems Association of California (MISAC)

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 Sheehan/Second Peterson/Sheehan Yes/Cefalu Absent/Romsos Yes/Peterson Yes/Exline Yes** to approve the Consent Calendar as presented.

a. **2021 ROCKY 1 WATERLINE AND PRESSURE REDUCING VALVE REPLACEMENT PROJECT**

(Adrian Combes, Senior Engineer)

Authorized the General Manager to approve Notice of Completion with the El Dorado County Clerk for the 2021 Rocky 1 Waterline and Pressure Reducing Valve Replacement Project.

b. **TAHOE KEYS PUMP STATION REPLACEMENT PROJECT** (Adrian Combes, Senior Engineer)

Approved Change Order No. 1 to T&S Construction in the amount of \$265,152.21.

c. **2022 BIJOU 2/3 WATERLINE REPLACEMENT PROJECT**

(Adrian Combes, Senior Engineer)

1) Approved Change Order No. 1 to Vinciguerra Construction in the amount of <\$139,453.88>, and 2) Approved Closeout Agreement and Release of Claims for Vinciguerra Construction.

d. **2022 BOWERS WATERLINE REPLACEMENT PROJECT**

(Adrian Combes, Senior Engineer)

1) Approved Change Order No. 1 to Vinciguerra Construction in the amount of <\$353,966.61>, and 2) Approve Closeout Agreement and Release of Claims for Vinciguerra Construction.

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

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

Approved Change Order No. 2 to Top Line Engineers, Inc. in the amount of \$32,399.85.

f. **AERATION BLOWER SYSTEM EMERGENCY POWER AND SECONDARY CLARIFIERS NOS. 1 AND 2 PROJECT** (Brent Goligoski, Associate Engineer)

Authorized General Manger to approve Partial Notice of Completion with the El Dorado County Clerk for the Secondary Clarifiers Nos. 1 and 2 portion of the Aeration Blower System Emergency Power and Secondary Clarifiers Nos. 1 and 2 Project.

g. **RESOLUTION NO. 3232-22 DESIGNATING AN AUTHORIZED REPRESENTATIVE TO APPLY AND EXECUTE AN AGREEMENT WITH THE STATE OF CALIFORNIA FOR FUNDING THROUGH THE SUSTAINABLE GROUNDWATER MANAGEMENT GRANT PROGRAM**

(Yesenia Pacheco, Grants Coordinator)

Adopted Resolution No. 3232-22 to designate Ivo Bergsohn, as the Alternative Plan Manager or his designee to provide approval for all matters pertaining to submittal of the application and execution of an agreement with the State of California for the Sustainable Groundwater Management Agency Implementation grant application.

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

Received and filed Payment of Claims in the amount of \$2,963,762.37.

i. **REGULAR BOARD MEETING MINUTES: November 2, 2022**

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

Approved November 3, 2022, Minutes

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

6. **PRESENTATION:** **Mitch Cochran** presented the MISAC Award of Excellence in Information Technology to the District's Information Technology (IT) Department. **Paul Hughes** and the Board congratulated the IT Department on their accomplishment.

7. **ITEMS FOR BOARD ACTION:**

a. Tallac Creek Temporary Sewer Crossing Support Emergency Project (Ivo Bergsohn, PG, HG, Hydrogeologist) – **Julie Ryan** provided details regarding the Tallac Creek Temporary Sewer Crossing Support Emergency Project and addressed questions from the Board.

**Moved Romsos/Second Peterson/Sheehan Yes/Cefalu Absent/Romsos Yes/Peterson Yes/Exline Yes** to pursuant to Public Contract Code Section 22050(c), terminate emergency action to

complete temporary measures and construction of the Tallac Creek Sewer Pipeline Project to prevent the collapse of the District's Baldwin Beach sewer pipeline crossing into Tallac Creek.

- b. Diamond Valley Ranch Facilities Emergency Repairs Project (Julie Ryan, Engineering Department Manager) – **Trevor Coolidge** provided details regarding the Diamond Valley Ranch Facilities Emergency Repairs Project.

**Moved Sheehan/Second Romsos/Sheehan Yes/Cefalu Absent/Romsos Yes/Peterson Yes/Exline Yes** to continue the emergency action to repair the Diamond Valley Ranch Facilities per Resolution No. 3230-22.

- c. Arrears Billing for Water and Sewer Service Charges – **Ryan Lee** provided details regarding the recommended change in billing arrears for all water and sewer service charges which will alleviate customer confusion.

**Moved Sheehan/Second Peterson/Sheehan Yes/Cefalu Absent/Romsos Yes/Peterson Yes/Exline Yes** to Adopt Ordinance No. 583-22, an Ordinance.

- d. Update Administrative Code to Remove References to Quarterly Service Charge Billing – **Ryan Lee** provided details regarding the update to the Administrative Code to remove references to quarterly service charge billing since the District will begin monthly billing next year.

**Moved Romsos/Second Peterson/Sheehan Yes/Cefalu Absent/Romsos Yes/Peterson Yes/Exline Yes** to Adopt Ordinance No. 584-22, an Ordinance of the South Tahoe Public Utility District, amending Administrative Code Sections 3.1.55(c) and 4.8.3 to remove references to quarterly service charge billing.

- e. Water Capacity Charges and Sewer Connection Fees – **Ryan Lee** provided details regarding updated water capacity charges and sewer connection fees and addressed questions from the Board.

**Moved Exline/Second Peterson/Sheehan Yes/Cefalu Absent/Romsos Yes/Peterson Yes/Exline Yes** to Adopt Ordinance No. 585-22, an Ordinance of the South Tahoe Public Utility District, setting water capacity charges and sewer connection fees and Amending Administrative Code Sections 3.1.49(e), 4.5.10 and Appendix Fee Schedule Section 4.5.7.

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

**Director Peterson** reported details regarding the Operations Committee meeting held on Monday, November 14, 2022, and **Director Romsos** provided additional details. **John Thiel** reported that more details will be brought forward to the full Board regarding Tahoe Keys negotiations on December 1, 2022.

#### **9. BOARD MEMBER REPORTS:**

**President Sheehan** reported that she represented the Board at the Employee Communications Committee Meeting this morning. **Director Exline** reported two presentations were provided at the City of South Lake Tahoe Sustainability meeting last night. He further reported that the Tahoe Regional Planning Agency is discussing Biomass in the basin, which is widely supported.

#### **10. EL DORADO WATER AGENCY PURVEYOR REPORT:**

**Director Peterson** reported the regular meeting was held on November 9, 2022, and the countywide Plenary was November 16, 2022.

**11. STAFF/ATTORNEY REPORTS:**

**Chris Skelly** provided details regarding the MISAC Award which was an extensive process. He further provided an Information Technology Update and addressed questions from the Board.

**Melonie Guttry** congratulated **Directors Romsos** and **Exline** for being re-elected, along with **Nick Haven** on his election. All three seats are for full, four-year terms commencing on December 2, 2022, and expiring December 4, 2026.

**Shelly Thomsen** provided an presentation for the Adopt-A-Hydrant Program and addressed questions from the Board.

**12. GENERAL MANAGER REPORT:**

**John Thiel** reported on several items:

- Provided a staffing update including details of the District's relocation fee for newly hired staff. The Board provided direction regarding possible options including a fee to allow for approval up to a maximum amount.
- Provided an Emergency Response and Recovery Plan Update and recognized **Jeff Lee** for all of his efforts in developing this plan.

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

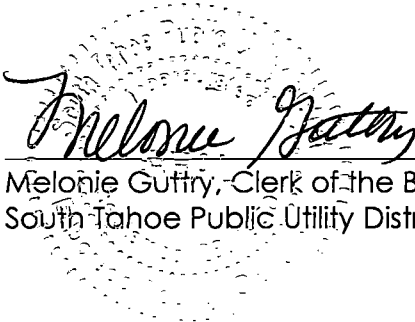
**14. BREAK AND ADJOURN TO CLOSED SESSION:** 2:54 p.m.

**RECONVENE TO OPEN SESSION:** 3:28 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:** 3:29 p.m.



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

*Kelly Sheehan*  
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 Kelly Sheehan, Board President  
 South Tahoe Public Utility District