



SOUTH TAHOE PUBLIC UTILITY DISTRICT

Joel Henderson, Director
Nick Haven, Vice President

BOARD MEMBERS
Shane Romsos, 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 December 4, 2025 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 Romsos, Directors Haven, Henderson, Sheehan, Exline
Staff: Paul Hughes, Andrea Salazar, Ryan Jones, Melonie Guttry, Shannon Chandler, Adrian Combes, Megan Colvey, Brent Goligoski, Mark Seelos, Laura Hendrickson, Richard Jones IV, Ryan Lee, Donielle Morse, Chris Skelly, Taylor Jaime, Chris Stanley, Kilty Devine, Kyle Ostberg, Greg Dupree, Brian Bartlett, Dan Arce and Lauren Benefield.
Guests: Dave Peterson.

1. **PLEDGE OF ALLEGIANCE:**

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

3. **CORRECTIONS TO THE AGENDA OR CONSENT CALENDAR:** Item 9.c. Legislative Update and Item 12.a. were pulled from the Agenda.

4. **ADOPTION OF CONSENT CALENDAR:**

Moved Sheehan/Second Exline/Henderson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes
to approve the Consent Calendar as amended.

a. **LEAD SERVICE LINE INVENTORY**

(Adrian Combes, Director of Operations)

1) Approved Task Order No. 1A to Truepani, Inc. in the amount of \$18,100; and 2) Authorized General Manager to execute Task Order No. 1A.

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

Received and filed Payment of Claims in the amount of \$5,112,023.33.

c. **REGULAR BOARD MEETING MINUTES: October 16, 2025**

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

Approved October 16, 2025, Minutes.

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

- a. Public Health Goals Report (Adrian Combes, Director of Operations) – **President Romsos** opened the Public Hearing at 2:01 p.m. to receive comments regarding the Public Health Goals Report. **Adrian Combes** explained the new requirements of the Public Health Goals Report and presented slides and data specific to the District. **Adrian Combes** and **Dan Arce** responded to clarifying questions from the Board and explained constituent reporting requirements; the differences between the Consumer Confidence Report and the Public Health Goals Report; and the District's efforts toward continuously improving maximum constituent levels (MCLs).

A public comment was received from **Dave Peterson** who recommended the District create guidelines or policy for how to use the MCLs data for achieving the Public Health Goals. A brief discussion ensued, and the Public Hearing was closed at 2:25 p.m.

- b. 2025 Asphalt Patching and Trench Paving Services Contract - (Adrian Combes, Director of Operations) **Adrian Combes** provided details regarding the 2025 Asphalt Patching and Trench Paving Services Contract and answered questions from the Board. The Board requested contingency language for similar future Contracts.

Moved Sheehan/Second Haven/Henderson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes to Approve (1) Change Order No. 3 in the amount of \$158,750 to Alcorn General Engineering; and 2) Authorize General Manager to execute Change Order No. 3.

- c. Sewer Force Main Hydraulic Analysis and Air Release Valve Assessment - (Taylor Jaime, Staff Engineer II and Brent Goligowski, Senior Engineer) **Taylor Jaime** provided details regarding the Sewer Force Main Hydraulic Analysis and Air Release Valve Assessment and answered questions from the Board.

Moved Haven/Second Sheehan/Henderson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes to (1) Approve the proposed Scope of Work by Schaaf and Wheeler for Force main Hydraulic Analysis and Air Release Valve Assessment; and (2) Authorize the General Manager to execute Task Order No. 1 with Schaaf and Wheeler in the amount of \$254,133.

- d. Relinquishment of Unused Legacy Water Rights (Mark Seelos, Water Resources Manager) – **Mark Seelos** provided details regarding the Relinquishment of Unused Legacy Water Rights and answered questions from the Board. Board Members requested further research and additional rationale for future consideration of the requested action.

Public comments were received from **Dave Peterson** in support of this item. Of note, **Peterson** provided public comment on a separate matter involving a pending water rights application which is not before the Board.

The Board tabled this item and **Paul Hughes** stated additional supporting information would be brought to the December 18, 2025, meeting. No action was taken.

- e. Bijou 1 Waterline Replacement Project (Laura Hendrickson, Associate Engineer) – **Laura Hendrickson** provided details regarding the Bijou 1 Waterline Replacement Project and answered questions from the Board.

Moved Sheehan/Second Haven/Henderson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes to 1) Approve Change Order No. 2 to Vinciguerra Construction, Inc. in the amount of \$300,100; and 2) Authorize the General Manager to execute Change Order No. 2.

- f. 2026-2027 Sewer Line Spot Repair and Lateral Abandonment Services (Richard Jones IV, Collections & Effluent Operations Supervisor) – **Richard Jones** provided details regarding the 26-27 Sewer Line Spot Repair and Lateral Abandonment Services and answered questions from the Board. **Kilty Devine** commented that the electronic bid process is getting looked at so that new guidelines can be implemented to prevent uploading errors.

Moved Romsos/Second Sheehan/Henderson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes to 1) Reject all bids received for 2026-2027 Sewer Line Spot Repair and Lateral Abandonment Services; and 2) Authorize staff to revise the bid documents as needed to re-advertise the Project.

- g. Resolutions to Submit Application for Wildwood and Gardner Mountain Water System Improvements Project Loan from State Water Resources Control Board Drinking Water State Revolving Loan Fund (Donielle Morse, Grant Coordinator) – **Donielle Morse** provided details regarding the Application for Wildwood and Gardner Mountain Water System Improvements Project Loan and answered questions from the Board.

Moved Exline/Second Romsos/Henderson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes to Adopt Resolution Nos. 3322-25 and 3323-25 to apply for a State Water Resources Control Board Drinking Water State Revolving Loan in an amount not to exceed \$16,500,000 for the Wildwood and Gardner Mountain Water System Improvements Project.

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

Director Exline attended the System Efficiency Committee meeting which included an informative WaterSmart tutorial; solar project update; and technological advancements within District departments. He commended the District staff for their collaboration and innovation and said **Thea Ragsdale** did a great job on her presentation regarding energy consumption. **Jim Kelly's** work is also impressive, and he asked for future staff reports on Nexgen, Level of Service targets and dashboard development.

Director Henderson attended the Operations Committee meeting, of which many topics were covered in this meeting. Additionally, they covered well updates on the Sunset well and Upper Truckee well and the water loss audit.

President Romsos added that the report on the tour of the facilities with Lahontan Water Board will be on the next Operations Committee Agenda. He represented the District at the morning coffee event with the local fire departments.

Director Haven provided an update regarding the EL Dorado Water Agency (EDWA) meeting he recently attended. There has been more attention on the water agencies in Lake Tahoe, more recognition and planning of activities, including the recent Water Plenary held at the District. He appreciates the staff involvement at that meeting and there is a lot of buy-in by the EDWA Board to support the Tahoe blueprint for water and county-wide coordination. He commended **Donielle Morse** for her great job representing the District at the water for fire/environmental improvement workshop.

8. **BOARD MEMBER REPORTS:**

Director Sheehan attended the District's Employee Communications Committee and said it was a positive environment and well attended. She gave kudos to **Shannon Chandler** and staff that helped to make breakfast and enjoyed the topic of community service.

Director Henderson gave thanks to all staff for the End of Dig Season and kudos for the celebration.

President Romsos wants the Board Members to start thinking about next year's committee assignments and if they would like to make any changes. **Melonie Guttry** will provide a current list of assignments to the Board, so please let him or her know if you want to make changes. He commended **Paul Hughes** for his presentation outlining the District's accomplishments at the State of the South Shore event.

9. STAFF/ATTORNEY REPORTS:

Chris Skelly briefed the Board on the Cyber Tabletop Exercise that took place on December 3 including the topics covered and plans for continued staff training.

Chris Skelly announced the District's Information Technology Department was awarded the Municipal Information Systems Association of California (MISAC) Excellence in Information Technology Practice Award for the 12th consecutive year and gave appreciation to the Board for their support. The Board expressed appreciation to the Information Technology Department.

Donielle Morse provided background information and status of the Hazard Mitigation Plan Update. The Plan is being written in partnership with Lake Valley Fire Department with the purpose of minimizing the impact of disasters in our area as well as qualifying for future funding eligibility. A planning committee has been assembled, and public outreach has ensued. She encouraged the Board to take the survey and read the FAQs on the District's website. The committee is soon entering Phase 2 which involves hazard mitigation and risk assessment. The Plan should be submitted to California Office of Emergency Services in April.

10. GENERAL MANAGER REPORT:

Paul Hughes recognized **Scott Glaze**, a beloved staff member at the District, who passed away unexpectedly last Friday evening. He worked at the District for the last nine years and was a wonderful friend and colleague.

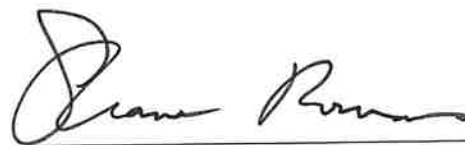
11. NOTICE OF PAST AND FUTURE MEETINGS/EVENTS

12. BREAK AND ADJOURN TO CLOSED SESSION: There was no closed session.

ADJOURNMENT: 3:53 p.m.



Shannon Chandler, Administrative Analyst/
Assistant Clerk of the Board
South Tahoe Public Utility District



Shane Romsos, Board President
South Tahoe Public Utility District