



# 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 September 19, 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, Ryan Jones, Melonie Guttry, Shannon Chandler, Julie Ryan, Bren Borley, Megan Colvey, Greg Dupree, Cliff Bartlett, Donielle Morse, Heidi Baugh, Aaron Buckman, Liz Kauffman, Shelly Thomsen, Adrian Combes, Mark Seelos, Ryan Lee, Chris Skelly, Jennifer Marshall  
**Guests:** Elisa Garvey, Carollo Engineers; Joel Henderson.

1. **PLEDGE OF ALLEGIANCE:**
2. **COMMENTS FROM THE PUBLIC:** None
3. **CORRECTIONS TO THE AGENDA OR CONSENT CALENDAR:** Item 4a – Liability Claim Against South Tahoe Public Utility District Received from Tahoe Paradise Recreation and Park District has been requested to be moved to Action Item 5a.
4. **ADOPTION OF CONSENT CALENDAR:**  
**Moved Romsos/Second Sheehan/Peterson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes**  
to approve the Consent Calendar with changes as presented.
  - a. **RECEIVE AND FILE PAYMENT OF CLAIMS** (Greg Dupree, Accounting Manager)  
Received and filed Payment of Claims in the amount of \$1,340,407.50.
  - b. **REGULAR BOARD MEETING MINUTES: September 5, 2024**  
(Melonie Guttry, Executive Services Manager/Clerk of the Board)  
Approved September 5, 2024, Minutes.

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

- a. **LIABILITY CLAIM AGAINST SOUTH TAHOE PUBLIC UTILITY DISTRICT RECEIVED FROM TAHOE PARADISE RECREATION AND PARK DISTRICT** (Ryan Lee, Customer Service Manager) – **Ryan Lee** provided details regarding the Liability Claim against South Tahoe Public Utility District received from Tahoe Paradise Recreation Park District back in July and addressed questions from the Board. He read a letter provided by Zane Graham, Board Chairman of the Tahoe Paradise Park regarding their claim. He further provided details of the incident as accounted by District staff who were onsite during the work being done and with the El Dorado County contractor. The District followed all protocols in turning the main off and on.

**Moved Peterson/Second Sheehan/Peterson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes** to reject the Claim against South Tahoe Public Utility District for losses allegedly sustained by the Tahoe Paradise Park and Recreation District.

6. **PRESENTATION:** **Julie Ryan** introduced **Elisa Garvey** of Carollo Engineers, who provided a PowerPoint presentation regarding the Recycled Water Strategic Master Plan and addressed questions from the Board.

**Director Exline** left the meeting at 2:58 p.m.

**7. ITEMS FOR BOARD ACTION:**

- a. Water Supply Master Plan (Mark Seelos, Water Resources Manager) – **Mark Seelos** provided details regarding the Water Supply Master Plan and addressed questions from the Board.

**Moved Sheehan/Second Romsos/Peterson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Absent** to (1) Approve the proposed Scope of Work by Carollo Consultants for Phase 1 of the District's Water Supply Master Plan; and (2) Authorize the General Manager to execute Task Order No. 33 with Carollo Consultants in the amount of \$229,983.

- b. Purchase Replacement Truck Equipped with Valve Exercising Equipment (Cliff Bartlett, Fleet/Equipment Supervisor) – **Cliff Bartlett** provided details regarding the purchase replacement truck equipped with valve exercising equipment.

**Moved Havent/Second Romsos/Peterson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Absent** to approve the purchase for a Ford F550 Flatbed equipped with Wachs valve exercising and maintenance system from MME Corporation through Sourcewell competitive bidding program for \$199,861.06 (Contract #032824-RTG).

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

**Director Romsos** provided details regarding the System Efficiency Committee held on September 18, 2024. **Director Haven** provided details regarding the Operations Committee meeting held on September 17, 2024, and provided kudos to staff for work efficiency. He further provided details regarding the El Dorado Water Agency meeting held at the District on September 11, 2024. He thanked **Director Sheehan** for filling in for him at the August meeting and **President Peterson** for his representation over the past four years.

**9. BOARD MEMBER REPORTS:**

Nothing to report.

**10. STAFF/ATTORNEY REPORTS:**

**Shelly Thomsen** reported that this afternoon the House committee on natural resources approved the Lake Tahoe Reauthorization Act by unanimous consent. Congressman Kiley brought this bill on the house side and he's hoping to bring the Bill to the House floor in the next two weeks. She further provided a state update Senate Bill 1088 water for fire suppression, did not get approved.

**11. GENERAL MANAGER REPORT:**

**Paul Hughes** had nothing to report.

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

**13. BREAK AND ADJOURN TO CLOSED SESSION:** 3:18 p.m.

**RECONVENE TO OPEN SESSION:** 3:47 p.m.

- a. Pursuant to Section 54957 of the California Government Code, Closed Session may be held regarding public employee evaluation for unrepresented employee position - General Manager.

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

**14. ITEMS FOR BOARD ACTION:**

- a. General Manager Salary (Liz Kauffman, Human Resources Director) – **Liz Kauffman** provided details regarding the General Manager Salary, annual basis eligible for merit increase, Step D.

**Moved Sheehan/Second Haven/Peterson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Absent** to approve the General Manager's Salary for 2024-2025 Contract year effective August 15, 2024.

**ADJOURNMENT:** 3:49 p.m.

  
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 David Peterson, Board President  
 South Tahoe Public Utility District



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