



# 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  
December 1, 2022  
MINUTES**

The South Tahoe Public Utility District Board of Directors met in a regular session, 2:04 p.m., at the District Office, located at 1275 Meadow Crest Drive, South Lake Tahoe, California.

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

**Absent:** Director Peterson

**Staff:** John Thiel, Gary Kvistad, Paul Hughes, Melonie Gutfry, Chris Stanley, Brian Bartlett, Stephen Caswell, Abi Lloyd, Greg Dupree, Taylor Jaime, Brent Goligoski, Liz Kauffman, Julie Ryan, Trevor Coolidge

**Guests:** Kathy and Nick Haven; Erica Pastor, Mann, Urrutia, Nelson CPA's & Associates, LLP

1. **PLEDGE OF ALLEGIANCE:**

2. **ADMINISTER OATHS OF OFFICE:**

**Melonie Gutfry** administered Oaths of Office for **Nick Haven**, Seat 1, **Shane Romsos**, Seat 2 and **Nick Exline**, Seat 5. All three are for full, four-year terms commencing December 2, 2022 through December 4, 2026.

3. **COMMENTS FROM THE AUDIENCE:** None

4. **CORRECTIONS TO THE AGENDA OR CONSENT CALENDAR:**

5. **ADOPTION OF CONSENT CALENDAR:**

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

a. **2022 ASPHALT PATCHING SERVICES**

(Chris Stanley, Field Operations Manager and Heidi Baugh, Purchasing Agent)

1) Approved Change Order No. 1 to Tieslau Paving and Excavating in the amount of <\$143,449>; 2) Approved Closeout Agreement and Release of Claims; and 3) Authorized staff to file Notice of Completion with the El Dorado County Clerk for the 2022 Asphalt Patching Services Project.

- b. **PALOMA WELL REHABILITATION PROJECT - REBID**  
(Ivo Bergsohn, Hydrogeologist)  
Approved Change Order Number 3 to Zim Industries, Inc., in the amount of \$6,543.
- c. **BIJOU PUMP STATION REPLACEMENT PROJECT** (Adrian Combes, Senior Engineer)  
Authorized staff to file a Notice of Exemption for the Tiered Initial Study for the Bijou Pump Station Replacement Project.
- d. **2021-2022 TANK COATING TOUCHUPS PROJECT**  
(Julie Ryan, Engineering Department Manager and Heidi Baugh, Purchasing Agent)  
Authorized General Manger to approve Notice of Completion with the El Dorado County Clerk for the 2021-2022 Tank Coating Touchups Project.
- e. **CALPERS REQUIRED PAY LISTING BY POSITION**  
(Greg Dupree, Accounting Supervisor)  
Adopted Resolution 3233-22 which incorporates the Pay Listing by Position for the pay listing effective November 1, 2022.
- f. **AERATION BLOWER SYSTEM EMERGENCY POWER AND SECONDARY CLARIFIERS NO'S. 1 AND 2 PROJECT** (Brent Goligoski, Associate Engineer)  
Approved Change Order No. 4 to Vinciguerra Construction, Inc., for the Aeration Blower System Emergency Power and Secondary Clarifiers Nos. 1 and 2 Project.
- g. **SECONDARY CLARIFIERS NO'S. 1 AND 2 REHABILITATION PROJECT**  
(Brent Goligoski, Associate Engineer)  
(1) Approved Proposal from Carollo Engineers, Inc., for engineering services for Rebidding the Secondary Clarifiers No's. 1 and 2 Rehabilitation Project in an amount not to exceed \$90,141; and, 2) Authorized the General Manger to execute Task Order No. 29 to the Master Services Agreement with Carollo Engineers, Inc.
- h. **TALLAC CREEK SEWER PIPELINE PROTECTION PROJECT**  
(Ivo Bergsohn, Hydrogeologist)  
Approved Change Order No. 1 to Haen Constructors in the amount of \$58,784.50.
- i. **RECEIVE AND FILE PAYMENT OF CLAIMS** (Debbie Henderson, Accounting Manager)  
Received and filed Payment of Claims in the amount of \$730,825.29.
- j. **REGULAR BOARD MEETING MINUTES: November 17, 2022**  
(Melonie Gutfry, Executive Services Manager/Clerk of the Board)  
Approved November 17, 2022, Minutes

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

7. **PRESENTATION:** Paul Hughes introduced **Erica Pastor**, to present the 2022 Fiscal Year Financial Statement Audit. **Erica Pastor** outlined the Annual Financial Statements. The Audit produced a clean audit report and an unmodified audit opinion. She thanked the District team for their assistance and responsiveness throughout the audit process. The Board thanked staff for their efforts.

**8. ITEMS FOR BOARD ACTION:**

- a. Diamond Valley Ranch Facilities Emergency Repairs Project (Julie Ryan, Engineering Department Manager) – **Trevor Coolidge** provided an update regarding the Diamond Valley Ranch (DVR) Facilities Emergency Repairs Project and addressed questions from the Board. The Board expressed appreciation for using in-house staff for as many repairs and improvements as possible. **John Thiel** expressed his appreciation for staff's efforts at DVR including the transition process since **Jim Hilton**'s retirement.

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

- b. 2023 Luther Pass and Heavenly Tanks Rehabilitation Project (Brent Goligoski, Associate Engineer) – **Brent Goligoski** provided details regarding the 2023 Luther Pass and Heavenly Tanks Rehabilitation Project and addressed questions from the Board.

**Moved Romsos/Second Cefalu/Sheehan Yes/Cefalu Yes/Romsos Yes/Peterson Absent/Exline Yes** to 1) Authorize staff to advertise for construction bids; 2) Authorize staff to file a California Environmental Quality Act (CEQA) Notice of Exemption (NOE) with the El Dorado County Clerk and State Clearinghouse.; and, 3) Approve the below named products to be listed without alternative in the contract documents for the 2023 Luther Pass and Heavenly Tanks Rehabilitation Project.

- c. Diamond Valley Ranch Fuels Reduction Project (Trevor Coolidge, Senior Engineer) – **Trevor Coolidge** provided details regarding the Diamond Valley Ranch Fuels Reduction Project and distributed Eastern Alpine Communities Fuels Mitigation Project Maps and addressed questions from the Board.

**Moved Romsos/Second Exline/Sheehan Yes/Cefalu Yes/Romsos Yes/Peterson Absent/Exline Yes** to approve the Real Property Access Agreement with Alpine Fire Safe Council to implement fuels reduction work at Diamond Valley Ranch and authorize the General Manager and legal counsel to negotiate further revisions as necessary as necessary.

- d. Appreciation of Director Cefalu (John Thiel, General Manager) – **John Thiel** read Resolution No. 3234-22 in appreciation of **Director Cefalu**. **Director Romsos** added that he has enjoyed working with **Director Cefalu**. **President Sheehan** and **Director Exline** expressed that they learned a lot and appreciated the convergence of ideas over the years.

**Moved Sheehan/Second Romsos/Sheehan Yes/Cefalu Yes/Romsos Yes/Peterson Absent/Exline Yes** to adopt Resolution No. 3234-22 in Appreciation of Director Chris Cefalu.

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

None

**10. BOARD MEMBER REPORTS:**

**Director Exline** mentioned that pump hydro grants might be available in the near future.

**Director Cefalu** offered advice to incoming **Director Haven** to remember who you represent – the rate payers.

**11. EL DORADO WATER AGENCY PURVEYOR REPORT:**

Nothing

**12. STAFF/ATTORNEY REPORTS:**

None

**13. GENERAL MANAGER REPORT:**

**John Thiel** reported on several items:

- Provided a staffing update
- Provided details regarding biosolids composting that are transported to the Bentley Ranch in Nevada and he provided details regarding the relationship.
- **Julie Regan** is now the Executive Director at Tahoe Regional Planning Agency and the District looks forward to expanding our partnership with them.

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

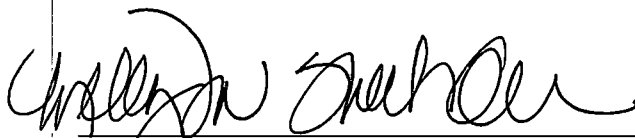
**15. BREAK AND ADJOURN TO CLOSED SESSION: 3:12 p.m.**

**RECONVENE TO OPEN SESSION: 3:50 p.m.**


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

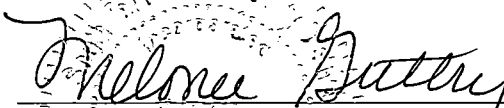
No reportable Board Action

**ADJOURNMENT: 3:51 p.m.**



Kelly Sheehan, Board President  
South Tahoe Public Utility District



  
Melonie Guffry, Clerk of the Board  
South Tahoe Public Utility District