

**SQUAW VALLEY PUBLIC SERVICE DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES #845  
October 30, 2018**

**A. Call to Order, Roll Call and Pledge of Allegiance.** President Dale Cox called the meeting to order at 8:30 A.M.

**Directors Present:** Directors: Dale Cox, Carl Gustafson, Bill Hudson, Fred Ilfeld and Eric Poulsen

**Directors Absent:** None

**Staff Present:** Mike Geary, General Manager; Kathryn Obayashi-Bartsch, Secretary to the Board; Brad Chisholm, Fire Captain; Brandon Burks, Operations Superintendent; Danielle Grindle, Finance & Administration Manager and Thomas Archer, District Counsel

**Others Present:** Andrew Lange

President Cox asked Andrew Lange to lead the Pledge of Allegiance.

**B. Community Informational Items.**

**B-1** Friends of Squaw Creek (FOSC) –none

**B-2** Friends of Squaw Valley – none

**B-3** Olympic Valley Design Review Committee (OVDRC) – none

**B-4** Olympic Valley Municipal Advisory Council (OVMAC) – none

**B-5** Squaw Valley Mutual Water Company (SVMWC) – Brandon Burks provided an update on SVMWC's operations including their backflow program, horizontal well project and status of a United States Department of Agriculture (USDA) loan.

**B-6** Squaw Valley Property Owners Association – Andrew Lange said the Haunted Barn Halloween event was held at the Stables property last weekend and was well attended.

**B-7** Mountain Housing Council of Tahoe Truckee – Mike Geary provided an update on the fee policy recommendations and referenced this month's General Manager's report. The recommendations are still in draft form but anticipate receiving these recommendations very soon for the Board's consideration.

**B-8** Tahoe-Truckee Sanitation Agency (T-TSA) – Dale Cox provided an update on the following items: Truckee River Interceptor sewer main replacement from manhole 81 to manhole 83, fees and charges review, ordinance updates and Employee Handbook updates. He also discussed the status of recent unionization efforts.

**C. Public Comment/Presentation.**

Public Comment –

Andrew Lange asked about the water quality report he received. Mr. Burks provided a brief summary of the report and said a staff member will review the report in depth with him.

**D. Financial Consent Agenda Items.**

Directors Poulsen and Cox met with staff on October 29, 2018 to review items D-1 through D-14 as well as other finance related items on this agenda.

Director Poulsen said the District's fiscal audit is nearly complete and accounting staff have completed the period 13 reconciliation and allocations to the Fixed Asset Replacement Funds. Placer County investment accounts have not been updated since June due to problems with Placer County's new accounting software.

Ms. Grindle said she anticipates receiving the investment account reports from Placer County by the end of November.

Public Comment – none

A motion to approve the financial consent agenda was made by Directors Ilfeld/Poulsen as submitted. The motion passed and the vote was unanimous.

Cox-yes  
Gustafson-yes  
Hudson-yes  
Ilfeld-yes  
Poulsen-yes

**E. Approve Minutes.**

**E-1 Minutes for the Board of Directors meeting of September 25, 2018.**

Public Comment – none

A motion to approve the minutes for the Board of Directors meeting of September 25, 2018 was made by Directors Hudson/Ilfeld. The motion passed and the vote was unanimous with the exception of Director Cox who abstained.

Cox-abstain  
Gustafson-yes  
Hudson-yes  
Ilfeld-yes  
Poulsen-yes

**F. Old & New Business.**

**F-1 Public Hearing – Conflict-of-Interest Code.**

The Board reviewed the item, accepted public comment and approved a revision to the Conflict-of-Interest Code by adoption of Resolution 2018-17.

Ms. Obayashi-Bartsch reviewed the item. Earlier this year, staff proposed a Code change based on information from Placer County counsel. This change identifies the Filing Officer as the District's Board Secretary. In the past, the District's Conflict-of-Interest Code did not identify the Filing Officer.

After further review and discussion with Placer County counsel, the Code should identify the Filing Officer as the Placer County Clerk Recorder, not the District's Board Secretary.

Public Comment – none

A motion to adopt Resolution 2018-17, approving a revision to the District's Conflict-of-Interest Code which identifies the Filing Officer as the Placer County Clerk was made by Directors Hudson/Ilfeld. The motion passed and the vote was unanimous.

Cox-yes

Gustafson-yes

Hudson-yes

Ilfeld-yes

Poulsen-yes

**F-2 North Lake Tahoe Transportation Authority.**

The Board reviewed the item, accepted public comment and selected a representative to serve on the committee.

Mr. Geary reviewed the item. Placer County pursued legislation through Assembly Bill (AB) 2920 to amend California Government Code, Title 7.96, North Lake Tahoe Transportation Authority, to revise the scope of the Authority, the composition of the Board of Directors, taxation level and guidance documents. AB2920 was signed by the Governor on September 26, 2018. The new sales tax authorized by this legislation requires approval of the voters. The date for the election has not yet been set by Placer County. Recent community feedback suggests there is support for funding trails and transportation in eastern Placer County.

AB 2920 increases the number of years that the retail transaction and use tax may be levied by the North Lake Tahoe Transportation Authority to 30 years, and increase the maximum tax rate to one (1) %.

Director Ilfeld said he believes that having local representation on the committee is important and supports appointing a representative.

Public Comment – none

A motion was made by Directors Cox/Poulsen to appoint Director Hudson to the North Lake Tahoe Transportation Authority with a term that will be reviewed annually with all other District Committee assignments. The motion passed and the vote was unanimous.

Cox-yes

Gustafson-yes

Hudson-yes

Ilfeld-yes

Poulsen-yes

**F-3 Business Phone System Acquisition – Mitel.**

The Board reviewed the item, accepted public comment, approved the contract with Mitel and authorized the General Manager to execute all contractual documents.

Ms. Grindle reviewed the item. The District's existing Toshiba phone system was purchased in 2004 but is outdated and the phones have started to fail. Staff researched multiple phone system providers and received demonstrations from two companies: Avaya and Mitel Business Solutions. A third provider never responded.

After reviewing both systems, staff agreed that Mitel's software is better suited to the District's needs. Pricing was close between Mitel and Avaya, and while both companies came in under the District's budgeted amount, Mitel's proposal was lower. This will be a capital replacement purchase funded through the Water, Sewer and Fire Fixed Asset Replacement Funds. An amount of \$55,000 was budgeted but the cost to purchase the phone system is \$34,186.

Director Ilfeld asked if this proposed digital phone system would provide enough reliability for a public agency. Mr. Burks said the proposed system has good reliability and replacing the analog phone lines will likely result in phone service savings. Captain Chisholm said the radio system also provides a back-up system to the digital phone system proposed.

Public Comment – none

A motion to approve the Mitel contract and authorize the General Manager to execute all contractual documents was made by Directors Ilfeld/Gustafson. The motion passed and the vote was unanimous.

Cox-yes

Gustafson-yes

Hudson-yes

Ilfeld-yes

Poulsen-yes

#### **F-4 Convault Replacement – Unleaded Gas & Diesel Fuel Tank.**

The Board reviewed the item, accepted public comment, approved replacement and installation of unleaded gas and diesel fuel Convault and decommission of the original Convault.

Mr. Burks reviewed the item. The original Convault was installed in the late 1980's at our old offices at 1810 SV Road; it was moved to 305 SV Road when our offices moved. The existing vault predated registration and permitting required by the Placer County Air Quality Board and the State of California. The District is now required to have a permitted tank on site.

Updates and changes to air quality and hazardous material codes and regulations require mandatory replacement or retrofitting of the existing 1,000 gallon gas and diesel Convault. The original Convault has reached its 30-year life expectancy. The purchase of the new Convault will cost \$34,000, decommission and transportation of the old tank will cost \$10,000 and electrical wiring will cost \$3,000.

The cost of the project was budgeted at \$35,000. The actual cost will not exceed \$47,000. The increased cost is due to the cost of decommissioning and the original quote used for budgeting was low due to an overestimation of the old Convault's trade-in value.

Public Comment – none

A motion to approve the replacement and installation of an unleaded and diesel fuel Convault and decommission of the original Convault was made by Directors Poulsen/Ilfeld. The motion passed and the vote was unanimous.

Cox-yes

Gustafson-yes

Hudson-yes

Ilfeld-yes

Poulsen-yes

**F-5 Zone 3 Booster Pump Station Upgrade Project.**

The Board reviewed the item, accepted public comment and approved the project including purchase of all materials necessary for the project and authorized the General Manager to execute all necessary contractual documents.

Mr. Hunt reviewed the item. The Zone 3 Booster Pump Station was constructed in 1990 and provides water supply to the Zone 3 water tank and approximately 30 homes along Sierra Crest Trail. The pumps, flow meter, pH analyzer and electrical components are all from the pump station's original installation and are showing advanced stages of corrosion as well as having exceeded their design life.

The Zone 3 Booster Pump Station Upgrade Project includes:

- Two 10 HP Grundfos end suction centrifugal pumps, each with a capacity of 100 gpm;
- New galvanized steel pipe and fittings;
- New ductile iron pipe and fittings;
- Badger M2000 magnetic flow meter and signal amplifier;
- ABB pH analyzer and sensor; and
- Electrical improvements.

The total project cost, including staff time for the design and construction, and for parts, materials, and subcontractors, is estimated to be \$45,000. This project is the first time the District has designed and constructed an improvement project completely in-house. No consultants were used in the design of the project. The recently hired Junior Engineer completed the design drawings and specifications under the direction of the District Engineer.

The electrical improvements will provide increased operational safety and reliability and this work will be performed by Creekside Electric.

The Operations staff will complete the construction of the project with the assistance of Creekside Electric for the electrical improvements and Sierra Controls for SCADA support.

Public Comment – none

A motion to approve the purchase of all parts and materials and contract for electrical services to construct the Zone 3 Booster Pump Station Upgrade Project for an amount of \$45,000 was made by Directors Ilfeld/Gustafson. The motion passed and the vote was unanimous.

Cox-yes

Gustafson-yes

Hudson-yes

Ilfeld-yes

Poulsen-yes

#### **F-6 Parks & Recreation Committee – Mission Statement.**

The Board reviewed the item, accepted public comment and adopted a mission statement for the Parks & Recreation Committee.

Mr. Geary reviewed the item. Mr. Geary said the Parks & Recreation Committee drafted the following statement with community input:

*“The Parks and Recreation Committee of the Squaw Valley Public Service District participates in and facilitates as appropriate an ongoing collaborative effort among diverse Valley stakeholders to prioritize land use, projects, and facilities in the Valley with the objective to enrich the quality of life for our community by providing and maintaining parks, open space, trails and facilities that promote social connectivity, health and wellness, learning and fun.”*

Mr. Archer expressed concern that the statement may be too broad and may be perceived that the District has authority in land use planning.

Director Poulsen suggested replacing “...to prioritize land use, projects, and facilities in the Valley...” with “...to advocate for outstanding recreational services and facilities to better serve the community...”

Public Comment –

Andrew Lange commended the District for their efforts on this issue. He believes that the District is the best entity for this issue rather than the Olympic Valley Municipal Advisory Council and does not think that “land use” as used in the statement is a concern.

Chairman Cox said this mission statement is not permanent and may be revised as needed. He supported Director Poulsen’s suggestions for the mission statement.

Mr. Archer suggested replacing “land use” with “use of land”.

A motion to adopt a Mission Statement for the Parks & Recreation Committee was made by Directors Ilfeld/Hudson. The Mission Statement is as follows:

*“The Parks and Recreation Committee of the Squaw Valley Public Service District participates in and facilitates as appropriate an ongoing collaborative effort among diverse Valley stakeholders to advocate for use of land, projects, and facilities in the Valley with the objective to enrich the quality of life for our community by providing and maintaining parks, open space, trails and facilities that promote social connectivity, health and wellness, learning and fun.”*

The motion passed and the vote was unanimous.

Cox-yes

Gustafson-yes

Hudson-yes

Ifeld-yes

Poulsen-yes

## **G. Status Reports.**

### **G-1 Fire Department Operations Report.**

Captain Chisholm reviewed the report. The Board thanked him for his efforts in Chief Riley's absence.

Public Comment –

Andrew Lange thanked the Fire Department staff for their support and presence at the Haunted Barn Halloween event.

### **G-2 Water & Sewer Operations Report.**

Mr. Burks reviewed the report. He noted that the Operations staff was recognized for their excellent work by a grateful homeowner.

Public Comment – none

### **G-3 Engineering Report.**

Mr. Hunt reviewed the report.

Public Comment – none

### **G-4 Administration Report.**

Ms. Obayashi-Bartsch reviewed the report.

Public Comment – none

### **G-5 Manager's Comments.**

Mr. Geary reviewed the report.

Public Comment – none

### **G-6 Legal Report (verbal).**

Mr. Archer said he anticipates that discussion of the PlumpJack Project will begin again once the California Environmental Quality Act addendum has been completed. He commended the Board for their discussion of the Parks & Recreation mission statement today.

Public Comment – none

**G-7 Director's Comments.**

Chairman Cox thanked the Parks & Recreation Committee for their work on the mission statement and progress made on this issue.

**H. Adjourn.**

Directors Ilfeld/ Gustafson made a motion to adjourn at 11:00 A.M. The motion passed and the vote was unanimous.

Cox-yes

Gustafson-yes

Hudson-yes

Ilfeld-yes

Poulsen-yes

By, K. Obayashi-Bartsch

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