

**OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
BOARD OF DIRECTORS MEETING MINUTES #903
NOVEMBER 15, 2022**

*Agenda with board packet and staff reports is available at the following link:
<https://www.ovpsd.org/board-agenda-november-2022>*

A. Call to Order, Roll Call and Pledge of Allegiance. Vice President Hudson called the meeting to order at 8:30 a.m.

Directors Present: Dale Cox*, Katy Hover-Smoot, Bill Hudson, Fred Ilfeld*, and Katrina Smolen.

*Directors joined via noticed teleconference.

Directors Absent: None.

Staff Present: Thomas Archer, District Counsel; Jessica Asher, Board Secretary; Brandon Burks, Operations Manager; Brad Chisholm, Fire Captain; Mike Geary, General Manager; Dave Hunt, District Engineer; and Danielle Mueller, Finance & Administration Manager.

Others Present: Jean Lange and John Rogers.

Director Smolen led the Pledge of Allegiance.

B. Community Informational Items.

B-1 Friends of Squaw Creek (FOSC) – None.

B-2 Friends of Squaw Valley (FOSV) – 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) – Mr. Burks said construction is finished for the season and the MWC is prioritizing the work list for next construction season. He noted that the staff worked with the new SVMWC Operator a few times as needed.

B-6 Squaw Valley Property Owners Association (SVPOA) – None.

B-7 Mountain Housing Council of Tahoe Truckee (MHC) – None.

B-8 Tahoe-Truckee Sanitation Agency (T-TSA) – Director Cox said that T-TSA has not met this month.

B-9 Capital Projects Advisory Committee (CAP) – Ms. Mueller said the CAP interviewed project applicants for the FY 2022-23 Allocation of Transient Occupancy Tax (TOT) funds and will be approving recommendations to the Board of Supervisors allocating the funds to selected projects at the meeting Thursday 11/17/22. Ms. Mueller provided a summary of key projects, there are no projects in Olympic Valley.

B-10 Firewise Community – Captain Chisholm said he was excited to work with the Firewise Community to implement the Community Wildfire Protection Plan.

C. Public Comment/Presentation.

John Rogers read a letter from the Local 39 union congratulating Director Smolen on her recent Board appointment and inviting the Directors to an informal tour of the Fire Department.

APPROVED

SIGNATURE: _____

DATE: _____

J. Asher
12/13/22

D. Financial Consent Agenda Items.

Directors Hudson and Smolen convened with staff on November 14, 2022, from approximately 3:00 – 4:15 p.m. to review items D-1 through D-12, and other finance-related items on the agenda. Item D-13, Progress Payment – Olympus & Associates – West Tank Recoating Project was removed from the agenda and consent calendar. Ms. Mueller provided a summary of the meeting. There was a discussion about the successful surplus sale of the towable air compressor and towable sewer bypass pump, both unable to be used in California due to air quality emissions. The equipment was replaced prior to the sale.

Public Comment – None.

Director Cox made a motion to approve the financial consent agenda which was seconded by Director Hover-Smoot. A roll call vote was taken, and the motion passed.

Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Ilfeld – Yes | Smolen – Yes

E. Approve Minutes.

E-1 Minutes for the Board of Directors Special Meeting of October 24, 2022.

E-2 Minutes for the Board of Directors Regular Meeting of October 25, 2022.

The Board reviewed the item, accepted public comment, and approved the minutes for the Board of Director meetings of October 24, 2022 and October 25, 2022.

Public Comment – None.

Director Ilfeld made a motion to approve the minutes of the Board of Director meeting of October 24, 2022 and October 25, 2022, which was seconded by Director Cox. A roll call vote was taken, the motion passed.

Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Ilfeld – Yes | Smolen – Abstain

F. Old & New Business.

F-1 Federal Emergency Management Agency (FEMA) – Designate District Contacts.

The Board reviewed the item, accepted public comment, and designated District contacts for all FEMA related activities by adoption of Resolution 2022-30.

Mr. Burks reviewed the item. It is necessary to designate positions within the District that may act as a contact for all FEMA related activities. The designation form must be updated every three years by adoption of a Resolution.

Public Comment – None

Director Hover-Smoot made a motion to adopt Resolution 2022-30 which designates District contacts for all FEMA related activities. The motion was seconded by Director Smolen. A roll call vote was taken, the motion passed.

Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Ilfeld – Yes | Smolen – Yes

F-2 Notice of Completion – 2022 Sewer Television Inspection Project.

The Board reviewed the items, accepted public comment, and authorized staff to file a Notice of Completion with Placer County for the 2022 Sewer Television Inspection Project.

Mr. Hunt reviewed the staff report.

Public Comment – None.

Director Cox made a motion to authorize staff to file a Notice of Completion with Placer County for the 2022 Sewer Inspection Project. The motion was seconded by Director Ilfeld. A roll call vote was taken, the motion passed.

Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Ilfeld – Yes | Smolen – Yes

F-3 Community Wildfire Protection Plan (CWPP).

The Board reviewed the item, accepted public comment, approved the Olympic Valley CWPP by adoption of Resolution 2022-28, and directed staff to circulate the Plan to reviewing agencies.

Ms. Asher discussed the need for a CWPP, the Plan's function and importance as a critical document for future project grant funding, the funding of the Project, the iterative and community-based process to develop project priorities, and next steps. She noted that over the past two years since the contract was executed, the Project suffered from several staff transitions at Deer Creek Resources and the quality of the initial work was substandard. While these transitions resulted in District staff performing more work than anticipated; development of the Plan has significantly increased staff's knowledge of fuels management and the Valley's wildfire preparedness priorities. Staff feels the Plan accurately depicts the existing conditions, desired conditions, and priority projects. Following approval by the Board, staff will circulate the approved Plan for approval by the U.S. Forest Service, CAL FIRE, Placer County, and the Olympic Valley Firewise Community.

Specific recommendations from the Plan were reviewed in detail by Zeke Lunder and Jeff Dowling last month; Captain Chisholm provided highlights of the Plan. Captain Chisholm said that he was pleased to see that the Plan focused on the importance of defensible space and discussed how it echoes the value the Department has placed on the Defensible Space program over the past 25 years. He discussed challenges with the Program including completing inspections with core staff and without full-time fuels or inspection staff; a short season to perform and enforce the inspections; and the flexible interpretation allowed by PRC 4291. He expressed excitement to work with our Partners on the priorities identified in the Plan and to combine efforts within the community on large acreage projects to the North and South of the Valley.

The Directors thanked staff for their work on the Plan, noted optimism that the Plan would continue to increase awareness on the importance of wildfire preparedness, and was grateful the District is pursuing projects within the neighborhoods and on vacant land. There was concern that securing grant funding would be more challenging given that the community is not disadvantaged. Mr. Geary mentioned that Captain Dedeo has worked with Placer County to secure six dates for the County's chipper program next summer.

Public Comment –

There was a brief discussion about building code requirements for fire resistant materials and home hardening, but Captain Chisholm was not aware of proposed updates addressing those concerns.

Director Cox made a motion to approve the Olympic Valley CWPP by adoption of Resolution 2022-28, and to direct staff to circulate Plan to reviewing agencies. The motion was seconded by Director Ilfeld. A roll call vote was taken, the motion passed.

Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Ilfeld – Yes | Smolen – Yes

F-4 Extended Sick Leave Request.

The Board reviewed the item, accepted public comment, and approved an employee request for extended sick leave without pay.

Ms. Mueller reviewed the staff report. The Directors voiced confidence in the General Manager and staff's recommendations regarding personnel issues.

Public Comment – None.

Director Cox made a motion to approve an employee request for extended sick leave without pay from December 8, 2022 through January 30, 2023. The motion was seconded by Director Hover-Smoot. A roll call vote was taken, the motion passed.

Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Ilfeld – Yes | Smolen – Yes

F-5 Records Destruction Request.

The Board reviewed the item, accepted public comment, and authorized destruction of records by adoption of Resolution 2022-29.

Ms. Whiteman reviewed the records destruction request. Mr. Geary commended Ms. Whiteman on her work to digitize the customer files. The hard copy customer files have not been accessed since the project was complete, a year ago, and thus staff recommends destruction of the Customer Files. There was a question about access to patient reports involving minors, which staff noted are required to be kept until the minor patient is 18 years old.

Public Comment - None

Director Cox made a motion to authorize destruction of records by adoption of Resolution 2022-29. The motion was seconded by Director Ilfeld. A roll call vote was taken, the motion passed.

Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Ilfeld – Yes | Smolen – Yes

G. Management Status Reports.

G-1 Fire Department Report

Captain Chisholm reviewed the report and discussed training, commercial inspections, and staffing challenges including hiring of seasonal and part-time staff and minimum staffing requirements.

G-2 Water & Sewer Operations Report

Mr. Burks reviewed the report including water production, sewer collection and aquifer levels. Mr. Burks noted that when the District was contracted to provide operations services for Squaw Valley Mutual Water Company (SVMWC) the Department had seven Operations staff, but after a recent hire and without that contract the Department is now considered fully staffed with six employees. He discussed the challenges related to the cost of living locally and operators living further away from the District. The bike trail snow removal contract officially commenced today, 11/15/22, but the District did perform some snow removal work early due to early season storms.

G-3 Engineering Report

Mr. Hunt reviewed the report and provided an update on the West Tank Coating Project, summarized the Olympic Valley Groundwater Management Plan (OVGMP) Six-Year Review and Report and recent OVGMP Advisory Group meeting, discussed the proposed Water Management Action Plan scope of work, noted that the FINAL Basis of Design Report for the Pressure Zone 1A Project and DRAFT Basis of Design Report for the OVPD/SVMWC booster pump and pressure reducing valve station will be presented at the December Board meeting, said that the District plans to install new meters for the Water Meter Replacement Project next summer and noted that staff plans to meet with the consultants preparing the 305 Olympic Valley Road HVAC Master Plan this week to discuss recommendations for maintenance and replacement of equipment.

G-4 Administration & Office Report

Ms. Asher reviewed the report. Ms. Asher responded to Mr. Archer remarking that the Resort at Squaw Creek Irrevocable Offer of Dedication, Water Line Easement, Sewer Line Easement and Development Agreement are still pending recordation.

G-5 General Manager Report

Mr. Geary reviewed the report.

G-6 Legal Report (verbal)

None.

G-7 Directors' Comments (verbal)

The Board requested the Eastern Placer County Regional Ambulance Study be included on a future agenda to allow for further discussion; provided feedback on the remote meeting effectiveness; and positively reviewed the recent OVGMP meeting.

H. Adjourn.

Director Hover-Smoot made a motion, seconded by Director Cox to adjourn at 10:45 a.m. A roll call vote was taken, the motion passed.

Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Ilfeld – Yes | Smolen – Yes

By, J. Asher