

**OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
BOARD OF DIRECTORS MEETING MINUTES #916
November 28th, 2023**

*Agenda with board packet and staff reports is available at the following link:
<https://www.ovpsd.org/board-agenda-november-2023-0>*

A. Call to Order, Roll Call and Pledge of Allegiance.

Vice-President Hudson called the meeting to order at 8:35 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: Jessica Asher, Program Manager & Board Secretary; Brandon Burks, Operations Manager; Brad Chisholm, Fire Chief; Chris De Deo, Fire Captain; Sam Donahue, Operations Specialist III; Mike Geary, General Manager; Dave Hunt, District Engineer; Nic Massetani, Operations Specialist II; and Danielle Mueller, Finance & Administration Manager.

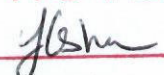
Others Present: Richard Koffler, David Stepner, Jean Lange

Mr. Hunt led the Pledge of Allegiance.

B. Community Informational Items.

- B-1** Olympic Valley Watershed Alliance (OVWA) – None.
- B-2** Friends of Olympic Valley (FoOV) – None.
- B-3** Olympic Valley Design Review Committee (OVDRC) – Mr. Stepner reported that improvements on the Christy Hill Condominiums were stopped by Placer County due to absence of permits.
- B-4** Olympic Valley Municipal Advisory Council (OVMAC) – Mr. Stepner provided a summary of the most recent OVMAC meeting and said the next meeting is cancelled. There will be more joint MAC meetings to decrease the associated obligation for Placer County staff.
- B-5** Olympic Valley Mutual Water Company (OVMWC) – Mr. Stepner provided a brief update on OVMWC construction projects. The OVMWC is working with District staff on well house projects including installing an automatic transfer switch for the backup generator. Mr. Koffler reported that the OVMWC is in excellent financial condition.
- B-6** Firewise Community – Chief Chisholm attended a meeting with Placer County, Tahoe Truckee Community Foundation (TTCF) and the Eastern Placer County Fire Chiefs Joint Powers Authority (JPA) on how to best support the region's Firewise Communities, additional meetings are needed.
- B-7** Mountain Housing Council of Tahoe Truckee (MHC) – Director Ilfeld had no report and suggested this item be removed as a standing community informational item.
- B-8** Tahoe-Truckee Sanitation Agency (T-TSA) – Director Cox said there was a closed session meeting on October 31st, with nothing to report.

APPROVED

SIGNATURE: 
DATE: 12/12/23

- B-9** Capital Projects Advisory Committee (CAP) – Ms. Mueller provided information on the timeline for annual applications for TOT funding. In response to public questioning, Ms. Mueller provided some information on two microtransit options for employee transportation from Reno.

Public Comment/Presentation.

None.

- C-1** Recognition of Service – 15 years – Jeff Geigle, Engineer – Paramedic
The Board and Chief Chisholm thanked Geigle for his fifteen years of service to the Department.

- C-2** Recognition of Service – 5 years – Jessica Asher, Program Manager & Board Secretary
The Board and Mr. Geary thanked Asher for her service. Ms. Asher expressed her gratitude for the opportunities provided over the past five years.

D. Financial Consent Agenda Items.

The Finance Committee did not meet this month. Ms. Mueller summarized the items on the consent agenda.

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 Regular Meeting of October 31st, 2023.

The Board reviewed the item, accepted public comment, and approved the minutes for the Board of Directors meeting of October 31st, 2023.

Public Comment – None.

Director Hover-Smoot made a motion to approve the minutes of the Board of Directors meeting of October 31st, 2023, which was seconded by Director Cox. A roll call vote was taken, and the motion passed.

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

F. Old & New Business.

F-1 Fuels Management Program.

The Board reviewed the item and accepted public comment.

Chief Chisholm and Ms. Asher reviewed the staff report. The Board voiced concern that OV-1 be completed next year, and staff said they are confident it will be completed but, it is dependent on weather and ground conditions. Staff said Cross Check Services is performing their scope of work in accordance with the contract and grant conditions. There was a discussion regarding the property owned by the Poulsen Foundation, a charitable trust with Placer County serving as the public

administrator as related to the OV-4 project. The Board discussed concerns related to avalanche and mudslide risk and noted an increased possibility of archeological significance on the site. The Board supported field reconnaissance by Ms. Bradfield, but some Directors felt it may make sense to focus on projects that are easier to implement. This issue will be discussed at the Board level and with legal counsel prior to any implementation.

Public Comment –

Mr. Stepner asked if there would be any adjustments in the OV-1 contract price due to the time extension. Staff responded that they did not anticipate any change orders.

The Board took a break due to technical issues from approximately 9:10 AM – 9:20 AM.

F-2 Granite Chief “A” Line Sewer Line.

The Board reviewed the item, accepted public comment, and authorized the General Manager to issue a Notice of Discontinuance of Sewer and Water Service to the Granite Chief Estates Property Owners Association and each Property Owner connected to the “A” Line Sewer (A Line).

Mr. Hunt and Mr. Geary reviewed the staff report, provided an overview of the project history, and discussed the proposed realignment of the A Line. Staff clarified that securing necessary easements has been the major challenge to constructing a sewer main for which the District would accept dedication.

The Water and Sewer Committee (Directors Cox and Smolen) felt that the District should encourage property owners to construct individual sewer lift stations. The Committee felt that the A line presents higher environmental risk to Washeshu Creek than individual lift stations, and that the lack of progress on this project, despite significant staff resources over the past several decades, was unacceptable. Mr. Geary said that while it may benefit the District to shift risk to individual property owners through the construction of pump stations, the District has other sewer lines near Washeshu Creek and it is common for sewer service agencies to have infrastructure near waterways. The Committee recommended that the Board authorize staff to issue a notice of discontinuance.

Mr. Archer said it is important that the Board understands that the privately owned line, connected to the District system, is non-compliant with District Code as of November 30, 2023. The Board is being asked to consider authorizing a decision that it is non-compliant and issuing a notice regarding the intention to disconnect water and sewer service, effective June 30, 2024. Mr. Archer reminded the Board that the Granite Chief Estates Property Owners Association (GCEPOA) receives notice of the Board’s agenda and the lack of property owner attendance at the meeting should not influence the Board’s action. The proposed notice would provide an extension of time to come into full compliance as required by District Code and as allowed by engineering constraints. The proposed notice of disconnection would be sent to the GCEPOA and each property owner connected to the A Line. If there is noncompliance on June 30, 2024 a disconnection notice would be served per the District’s ordinances for disconnection of sewer and water services. Those owners will have a period in which they can appeal the decision with the General Manager and Board of Directors.

The Board requested that in the lead up to disconnection there be quarterly Water and Sewer Committee meetings (approximately February and May) and that in addition to the legally required notices, staff provide formal written reminders at 1- and 2-months prior to disconnection. Mr. Hunt clarified that staff will be working with the property owners regularly in hopes that disconnection will not be required.

Public Comment –

Ms. Lange asked if all eight affected property owners would need sewer ejector systems. Staff responded that at least seven residences would require pump systems; one residence may be able to connect to the District's main via gravity conveyance. Ms. Lange also asked how long it will take to reconnect water and sewer service. Mr. Geary explained that once construction of acceptable sewer improvements are approved by the District, water service can be reconnected within a few hours.

Director Hover-Smoot made a motion to authorize the General Manager to issue a Notice of Discontinuance of Sewer and Water Service to the Granite Chief Estates Property Owners Association and affected property owners connected to the A line, effective June 30, 2024. Additionally, staff shall provide formal written reminders at 1- and 2-months prior to disconnection. The motion was seconded by Director Smolen. A roll call vote was taken, and the motion passed.

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

F-3 Flexible Benefit Plan Amendment.

The Board reviewed the item, accepted public comment, and approved the Flexible Benefit Plan Amendment with Beniversal, Inc. by adoption of Resolution 2023-21.

Ms. Mueller reviewed the staff report.

Public Comment – None.

Director Hover-Smoot made a motion to adopt Resolution 2023-21 approving the Flexible Benefit Plan Amendment with Beniversal, Inc. The motion was seconded by Director Cox. A roll call vote was taken, and the motion passed.

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

G. Management Status Reports.

G-1 Fire Department Report

Chief Chisholm reviewed the report highlighting defensible space inspections for short-term rentals and mentioning that the Department is exploring various recruitment and staffing strategies. There were brief discussions regarding special event permitting and a resident's concerns related to defensible space enforcement.

G-2 Water & Sewer Operations Report

Mr. Burks reviewed the report highlighting that aquifer levels are starting to rise, bike trail snow removal has started, the Ford utility truck approved for surplus was sent to auction, and that the inspection process related to BAC-T and coliform testing was completed and the inspector was pleased with the results of the self-inspection process. Approximately 250 of 900 new water meters were installed this past season, staff intends to install the majority of remaining water meters next summer.

G-3 Engineering Report

Mr. Hunt reviewed the report. The OVPSD/OVMWC Emergency Intertie 90% design documents are expected in early January. Staff will work with Directors Hudson and Ilfeld on development of the cost-share and operations agreements, likely coordinating with the OVMWC President and Treasurer prior to discussion with the full OVMWC Board. The 305 Olympic Valley Road HVAC 60% design documents are expected in mid-December. Mr. Hunt provided information on the SNOW Sports Museum environmental review process. Mr. Hunt and Ms. Mueller provided information on the rate setting workshop hosted by the American Water Works Association (AWWA). They stated that the workshop was excellent and provided peace of mind that the District is in a healthy financial position and has good rate-setting processes in place. While it did not provide the skills to complete a rate study in-house, it will allow staff to participate in cost-of-service analyses and rate studies more effectively. The Board requested staff send information from the workshop and any brief training opportunities that would be appropriate for Directors' continued education.

G-4 Administration & Office Report

Ms. Asher reviewed the report. There was a brief discussion about Director availability for upcoming Board meetings.

G-5 General Manager Report

Mr. Geary provided a verbal report highlighting the General Manager recruitment and Legal Counsel request for proposals.

G-6 Legal Report (verbal)

Mr. Archer said he will remain available as legal counsel until a new counsel is onboard. Mr. Geary reviewed and requested input on the process to retain new counsel. Director Ilfeld and Hover-Smoot requested to be part of the selection panel including Mr. Archer, Mr. Geary, and Ms. Asher to conduct the initial round of interviews. The full Board will conduct second interviews with the top firms in mid-late January. Directors invited managers to participate in this interview. The Board will consider awarding a contract at the January 30th Board meeting.

G-7 Directors' Comments (verbal)

Director Hover-Smoot expressed compassion for the Granite Chief A Line sewer customers. Director Ilfeld noted that he experienced some audio issues during the meeting but was confident they were on his end.

Director Cox made a motion, seconded by Director Hover-Smoot to adjourn to closed session at 11:21 A.M. A roll call vote was taken, and the motion passed.

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

H. Closed Session.

H-1 Public Employment.

The Board met in Closed Session pursuant to Government Code §54957 et al regarding the public employment of the General Manager. Only the item on the agenda was discussed, no action was taken.

Director Hover-Smoot made a motion, seconded by Director Ilfeld to adjourn to open session at 12:10 P.M. A roll call vote was taken, and the motion passed.

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

I. Possible Action from Closed Session.

I-1 Appoint District's Negotiators for the General Manager Employment Contract.

The Board reviewed the item, accepted public comment, and appointed President Cox, Vice President Hudson and General Manager Geary to serve as the District's negotiators for the General Manager Employment Contract.

Director Hover-Smoot made a motion to appoint President Cox, Vice President Hudson, and General Manager Geary to serve as the District's negotiators for the General Manager Employment Contract. The motion was seconded by Director Ilfeld. A roll call vote was taken, and the motion passed.

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

J. Adjourn.

Director Cox made a motion, seconded by Director Hover-Smoot, to adjourn at 12:11 P.M. A roll call vote was taken, and the motion passed.

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

By, J. Asher