



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 November 18, 2021 MINUTES

The South Tahoe Public Utility District Board of Directors met in a regular session, 2:03 p.m., at the District Office, located at 1275 Meadow Crest Drive, South Lake Tahoe, California.

ROLL CALL:

Board of Directors: President Sheehan, Directors Romsos, Peterson, Exline

Absent: Director Cefalu

Staff: John Thiel, Paul Hughes, Gary Kvistad, Melonie Guttry, Greg Dupree, Chris Skelly, Bren Borley, Susan Rasmussen, Brian Bartlett, Debbie Henderson, Shelly Thomsen, Jessica Henderson, Cuz Cullen, Julie Ryan, Tim Bledsoe

Guests: Justin Williams, Mann Urrutia, Nelson CPA's & Associates, LLP

CORRECTIONS TO THE AGENDA OR CONSENT CALENDAR:

Attorney Kvistad reported that proposed Agenda Item 7c is to appoint an alternate voting delegate on behalf of the District for the Association of California Water Agencies (ACWA). The District's delegate to ACWA, **Director Peterson**, is not available to vote at the upcoming ACWA meeting on December 1. This item came to District staff's attention after the Agenda was posted and cannot wait for the District's next Board of Director's meeting.

Moved Peterson/Second Romsos/Sheehan Yes/Cefalu Absent/Romsos Yes/Peterson Yes/Exline Yes to add Action Item 7c – Designate an Alternate Voting Delegate to the Association of California Water Agencies to the Agenda.

CONSENT CALENDAR:

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

- a. **WATER METERS AND PARTS**
(James Cullen, Inspection Supervisor)

- 1) Authorized exception to bidding procedures as outlined in the Purchasing Policy for a sole source purchase of standardized supplies; and, 2) Authorized the purchase of meters from Western Nevada Supply in the amount of \$101,030.25 including tax and freight.
- b. **2021 ASPHALT PATCHING SERVICES CONTRACT NO. 2**
(Chris Stanley, Field Operations Manager and Heidi Baugh, Purchasing Agent)
Approved Change Order No. 1 to terminate the Asphalt Patching Services Contract No. 2 with Always Paving, Inc., at no cost to the District.
- c. **REGULAR BOARD MEETING MINUTES: November 4, 2021**
(Melonie Guttry, Executive Services Manager/Clerk of the Board)
Approved November 4, 2021, Minutes

PRESENTATION

Justin Williams of Mann, Urrutia, Nelson, CPA's & Associates, LLP, provided a PowerPoint presentation regarding the District's 2021 Fiscal Year Financial Audit process. He reported that the Audit is clean and unmodified which is the best result for an audit. **President Sheehan** expressed appreciation to the Finance staff on behalf of the Board.

ITEMS FOR BOARD ACTION

- a. Keller-Heavenly Water System Improvements Project, Phase 3 (Trevor Coolidge, Senior Engineer) – **Julie Ryan** provided details regarding the Keller-Heavenly Water System Improvements Project, Phase 3.
- Moved Peterson/Second Romsos/Sheehan Yes/Cefalu Absent/Romsos Yes/Peterson Yes/Exline Yes** to 1) Approve Farr West Engineering's Proposal for Design Modifications, Keller Booster Pump Station Improvements Design, Lookout Tank Access Road Design, and Keller-Heavenly Water System Improvements Project Phase 3 Bidding and Construction Management Services; and 2) Authorize the General Manager to execute Task Order No. 10B in an amount not to exceed \$120,508.
- b. Approve Payment of Claims (Debbie Henderson, Accounting Manager)
- Moved Sheehan/Second Romsos/Sheehan Yes/Cefalu Absent/Romsos Yes/Peterson Yes/Exline Yes** to approve Payment of Claims in the amount of \$1,018,790.86.
- c. Approve an Alternate Voting Delegate to the Association of California Water Agencies (Attorney Kvistad) – **Attorney Kvistad** reported that **Director Peterson** will be unavailable to vote at the ACWA meeting and that an alternate needs to be appointed to ACWA for their upcoming meeting. **Director Peterson's** recommendation is to assign the General Manager to vote in his absence, which must be completed by November 29, 2021.
- Moved Sheehan/Second Romsos/Sheehan Yes/Cefalu Absent/Romsos Yes/Peterson Yes/Exline Yes** to approve a Resolution to appoint the District's General Manager, John Theil, as the ACWA voting alternate and direct staff to prepare such Resolution.

STANDING AND AD-HOC COMMITTEES AND LIAISON REPORTS:

Director Romsos provided details regarding the Operations Committee Meeting held on Monday, November 15, 2021 and **Julie Ryan** and **Paul Hughes** addressed questions from the Board.

BOARD MEMBER REPORTS:

President Sheehan reported that she represented the Board at the Employee Communications Committee Meeting on Wednesday, November 17, 2021.

EL DORADO WATER AGENCY PURVEYOR REPORT:

Director Peterson provided a report regarding the El Dorado Water Agency meeting on November 9, 2021.

STAFF/ATTORNEY REPORTS:

Shelly Thomsen provided a PowerPoint presentation regarding the District's Water Conservation Program and addressed questions from the Board.

GENERAL MANAGER REPORT:

John Thiel reported on several items:

- Provided a staffing update
- Provided a COVID-19 update, with no employees out due to illness or exposure. The District has been waiting on Cal OSHA to present vaccine mandate information, which may or may not be coming as these mandates are being suspended due to a Federal Court stay.
- Provided an update regarding the Tahoe Water Partnership and Tahoe Fuels Team coalition.
Director Exline expressed interest in future efforts for biofuels.

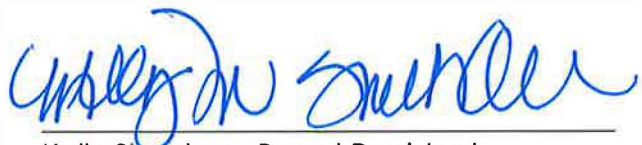
BREAK AND ADJOURN TO CLOSED SESSION: 3:00 p.m.

RECONVENE TO OPEN SESSION: 3:25 p.m.

- a. Pursuant to Government Code Section 54957, consultation with South Tahoe Public Utility District Information Technology Manager, Chris Skelly

No reportable Board Action

ADJOURNMENT: 3:26 p.m.



Kelly Sheehan, Board President
South Tahoe Public Utility District



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