



# SOUTH TAHOE PUBLIC UTILITY DISTRICT

David Peterson, President  
Nick Haven, Director

BOARD MEMBERS  
Shane Romsos, Vice President

Kelly Sheehan, Director  
Nick Exline, Director

John Thiel, General Manager

Paul Hughes, Chief Financial Officer

## REGULAR MEETING OF THE BOARD OF DIRECTORS SOUTH TAHOE PUBLIC UTILITY DISTRICT June 1, 2023 MINUTES

The South Tahoe Public Utility District Board of Directors met in a regular session, 2:00 p.m., at the District Office, located at 1275 Meadow Crest Drive, South Lake Tahoe, California.

**ROLL CALL: Board of Directors:** President Peterson, Directors Haven, Romsos, Sheehan

**Absent:** Director Exline

**Staff:** John Thiel, Gary Kvistad, Paul Hughes, Melonie Guttry, Julie Ryan, Chris Stanley, Trevor Coolidge, Bren Borley, Liz Kauffman, Julie Ryan, Mark Seelos, Megan Colvey, Shelly Thomsen, Greg Dupree, Stephen Caswell, Chris Skelly, Ryan Lee, Anthony Pedigo, Heidi Baugh

1. **PLEDGE OF ALLEGIANCE**
2. **COMMENTS FROM THE AUDIENCE:** None
3. **CORRECTIONS TO THE AGENDA OR CONSENT CALENDAR:** None
4. **ADOPTION OF CONSENT CALENDAR:**

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

a. **2023 TANK NACE COATING INSPECTIONS**

(Megan Colvey, Senior Engineer and Brent Goligoski, Senior Engineer)

(1) Approved the proposed Scope of Work from Bay Area Coating Consultants to provide Specialty NACE-Certified Coating Inspection services; and (2) Authorized the General Manager to execute Task Order No. 16 in the amount \$105,728.70.

b. **2023/2024 BULK SODIUM HYPOCHLORITE SUPPLIES**

(Aaron Buckman, Acting Manager of Plant Operations and Heidi Baugh, Purchasing Agent)

Authorized a Contract extension for Fiscal Year 2023/2024 for bulk supply sodium hypochlorite pursuant to the one-year options to extend, to Olin Corporation dba Olin Chlor Alkali Products, in the estimated amount of \$374,457.

- c. **2023/2024 POLYMER CONTRACT EXTENSION**  
(Aaron Buckman, Acting Manager of Plant Operations and Heidi Baugh, Purchasing Agent)  
Authorized the Contract extension for Fiscal Year 2023/24 with Solenis LLC for emulsion polymer supplies in the estimated amount of \$136,620.
- d. **2023/2024 SODIUM HYPOCHLORITE MINI BULK/TOTE SUPPLIES**  
(Chris Stanley, Field Operations Manager and Jeremy Rutherford, Pump Station Supervisor)  
Authorized contract extension option for fiscal year 2023/2024 for sodium hypochlorite mini bulk/tote supplies, pursuant to the 1-year options to extend, to Thatcher Company of Nevada, Inc., in the estimated amount of \$57,975.
- e. **2023/2024 SODIUM HYPOCHLORITE DRUM SUPPLIES**  
(Chris Stanley, Field Operations Manager and Jeremy Rutherford, Pump Station Supervisor)  
Authorized contract extension option for fiscal year 2023/2024 for sodium hypochlorite drum supplies, pursuant to the 1-year options to extend, to Thatcher Company of Nevada, Inc., in the estimated amount of \$43,875.
- f. **MARCH 31, 2023 FISCAL YEAR TO DATE FINANCIAL STATEMENTS**  
(Paul Hughes, Chief Financial Officer)  
Received and filed the March 31, 2023 Income Statement and Balance Sheet Reports.
- g. **LEASE AGREEMENT WITH EL DORADO COUNTY SEARCH AND RESCUE**  
(Paul Hughes, Chief Financial Officer)  
Authorized the Board President to execute Amendment III to the Facility Use Agreement #957-O0810 with El Dorado County Search and Rescue.
- h. **SEWER ENTERPRISE 2023/2024 APPROPRIATIONS SUBJECT TO LIMITATION**  
(Greg Dupree, Accounting Manager)  
Adopted Resolution No. 3248-23 setting the limitation on Appropriations for Fiscal Year 2023/2024 in the amount of \$100,401,434.
- i. **ANNUAL ADOPTION OF STATEMENT OF INVESTMENT POLICY**  
(Greg Dupree, Accounting Manager)  
Adopted Resolution No. 3249-23 (supersedes Resolution No. 3225-22), amending the District's investment policy.
- j. **PRIVATE PARCEL BOUNDARY ADJUSTMENT AFFECTING EASEMENTS**  
(Ryan Lee, Customer Service Manager)  
Authorized staff to draft a letter to El Dorado County consenting to a proposed lot line adjustment on APN 033-020-012-000 containing recorded District easements on the condition that two of the existing undersized easements are modified to provide the District sufficient access to its existing water and sewer infrastructure.
- k. **RECEIVE AND FILE PAYMENT OF CLAIMS** (Greg Dupree, Accounting Manager)  
Received and filed Payment of Claims in the amount of \$1,691,554.05.
- l. **REGULAR BOARD MEETING MINUTES: May 18, 2023**  
(Melonie Guttry, Executive Services Manager/Clerk of the Board)  
Approved May 18, 2023, Minutes

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

- a. REBID 2023-2024 Tank Coatings Touchup Project (Megan Colvey, Senior Engineer and Heidi Baugh, Purchasing Agent) – **Megan Colvey** provided details regarding the REBID 2023-2024 Tank Coatings Touchup Project.

**Moved Sheehan/Second Haven/Peterson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Absent** to 1) Find minor irregularities in the bid from Unified Field Services Corporation to be immaterial and waive immaterial irregularities; and 2) Award Project to the lowest responsive, responsible bidder, Unified Field Services Corporation in the amount of \$143,000.

- b. 2023-2025 Sewer Line Spot Repair and Lateral Abandonment Services (Richard Jones, Underground Sewer Repair Supervisor) – **Chris Stanley** provided details regarding the 2023-2025 Sewer Line Spot Repair and Lateral Abandonment Services and addressed questions from the Board.

**Moved Peterson/Second Romsos/Peterson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Absent** to 1) Find minor irregularities in Robotic Sewer Solutions, Inc.'s bid to be immaterial and waive immaterial irregularities, 2) Award contract to the lowest responsive, responsible bidder, Robotic Sewer Solutions, Inc., in the amount of \$187,975.00; and 3) Authorize staff to allow for changes (size estimates or repair site additions) in the Contract not to exceed an additional 10% of the Contract price.

- c. Memorandum of Understanding for the South Tahoe Zero Emissions District (Shelly Thomsen, Director of Public and Legislative Affairs) – **Shelly Thomsen** provided details regarding the Memorandum of Understanding for South Tahoe Zero Emissions District (STZEM) and addressed questions from the Board. The Board directed staff to gather more information regarding a potential amendment to some of the language of the MOU, while continuing to work collaboratively with community partners in the STZED group.

- d. Winter Storms Emergency Response (John Thiel, General Manager) – **John Thiel** provided details regarding the Winter Storms Emergency Response and addressed questions from the Board. **Paul Hughes** added that the District is still within the amount authorized and there is no reason to increase the amount at this time. **Julie Ryan** reported that the District is on an accelerated timeline to reevaluate the relocation of the Fallen Leaf Pump Station. **Attorney Kvistad** provided details regarding responsibility for the county road conditions.

**Moved Haven/Second Romsos/Peterson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Absent** to Pursuant to Public Contract Code Section 22050(c), continue the emergency action to respond to the Winter Storms Emergency pursuant to Resolution No. 3242-23.

- e. Resolution No. 3247-23 in Appreciation of General Manager, John Thiel (David Peterson, Board President) – **President Peterson** presented Resolution No. 3247-23 in appreciation of General Manager, **John Thiel**. The Board congratulated and thanked **John Thiel** for his years of service to the District and community.

Moved Peterson/Second Sheehan/Peterson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Absent to Adopt Resolution No. 3247-23 by the Board of Directors of the South Tahoe Public Utility District in Appreciation of General Manager, John Thiel, for 31 Years of Service.

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

None

**8. BOARD MEMBER REPORTS:**

None

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

None

**10. STAFF/ATTORNEY REPORTS:**

None

**11. GENERAL MANAGER REPORT:**

John Thiel reported on several items:

- Provided a staffing update
- Provided details regarding coordination with the California Tahoe Conservancy
- Voiced his appreciation for staff and the Board over the past 31 years

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

**13. BREAK AND ADJOURN TO CLOSED SESSION: 2:45 p.m.**

**RECONVENE TO OPEN SESSION: 3:17 p.m.**

- a. Pursuant to Section 54956.9(d)(1) of the California Government code, Closed Session may be held for conference with legal counsel regarding existing litigation: Yolo County Superior Court Case CV 2021-1686, Alpine County vs. South Tahoe Public Utility District; et al.

No reportable Board Action

**ADJOURNMENT: 3:18 p.m.**



David Peterson, Board President  
South Tahoe Public Utility District



Melonie Guttry, Executive Services Manager/  
Clerk of the Board  
South Tahoe Public Utility District