



SOUTH TAHOE PUBLIC UTILITY DISTRICT

David Peterson, President
Nick Haven, Director

BOARD MEMBERS
Shane Romsos, Vice President

Kelly Sheehan, Director
Nick Exline, Director

Paul Hughes, General Manager

REGULAR MEETING OF THE BOARD OF DIRECTORS SOUTH TAHOE PUBLIC UTILITY DISTRICT November 2, 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, Exline
Staff: Paul Hughes, Keith Collins, Melonie Guttry, Shannon Chandler, Julie Ryan, Megan Colvey, Shelly Thomsen, Cuz Cullen, Vincent Stagnaro, Stephen Caswell

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

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

- a. **WINTER STORMS EMERGENCY RESPONSE** (Paul Hughes, General Manager)
Pursuant to Public Contract Code Section 22050(c), continued the emergency action to respond to the Winter Storms Emergency pursuant to Resolution No. 3242-23.
- b. **GROUNDWATER DEPENDENT ECOSYSTEMS MONITORING PLAN AND TAHOE VALLEY SOUTH SUBBASIN GROUNDWATER MODEL UPDATE** (Mark Seelos, Water Resources Manager)
 - 1) Approved the proposed Scope of Work from Desert Research Institute for developing a Sustainable Groundwater Management Act-compliant Groundwater Dependent Ecosystems Monitoring Plan and implementing preliminary updates to the Tahoe Valley South Subbasin Groundwater Model; and 2) Authorized the General Manger to execute Task Order No. 6 to the Master Services Agreement with Desert Research Institute in the amount of \$71,632.

c. HYDRANT METER BACKFLOW BRAND STANDARDIZATION

(James Cullen, Inspections Supervisor)

1) Found that Zenner Fire Hydrant Backflow Meter with reduced pressure will be the sole brand for District hydrant meter-backflow combination devices, 2) authorized staff to go out to bid for the purchase of three of these devices.

d. 2023 BARTON VALVE INSTALLATION PROJECT

(Adrian Combes, Senior Engineer)

Authorized the General Manger to sign Notice of Completion to be filed with the El Dorado County Clerk for the 2023 Barton Valve Installation Project.

e. RECEIVE AND FILE PAYMENT OF CLAIMS (Greg Dupree, Accounting Manager)

Received and filed Payment of Claims in the amount of \$2,756,701.27.

f. REGULAR BOARD MEETING MINUTES: October 5 and October 19, 2023

(Melonie Guttry, Executive Services Manager/Clerk of the Board)

Approved October 5, and October 19, 2023, Minutes

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

- a. CAD Design and Drafting Consulting Services (Megan Colvey, Senior Engineer) – **Megan Colvey** provided details regarding the proposed CAD Design and Drafting Consulting Services and addressed questions from the Board. **Paul Hughes** provided details regarding the one-year proposal and addressed questions from the Board. **President Peterson** recommended developing a metric to measure productivity with the offsite position.

Moved Peterson/Second Haven/Peterson Yes/Haven Yes/Romsos Yes/Sheehan Yes/Exline Yes

to 1) Approve the proposed Scope of Work from CAD Designing Solutions for On-Call CAD Design and Drafting Services; and 2) Authorize the General Manger to execute a new Master Services Agreement and Task Order No. 1 with CAD Designing Solutions, LLC in an amount not to exceed \$250,000.

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

President Peterson reported that the El Dorado Water Agency meeting was held at the District on October 11, 2023, and District staff provided two presentations. He reported that the fall Association of California Water Agencies conference is scheduled for November 28-30, and he is unable to attend. If another Board Member is interested in attending, please contact staff.

8. BOARD MEMBER REPORTS:

Director Exline thanked staff for the recent messaging and email reminders regarding turning off water prior to the freezing weather.

9. STAFF/ATTORNEY REPORTS:

None

10. INTERIM GENERAL MANAGER REPORT:

Paul Hughes reported on several items:

- Provided a staffing update announcing that **Aaron Buckman** has been promoted from Chief Plant Operator to Manager of Plant Operations, and **Andrea Salazar** has accepted the District's Chief Financial Officer position. She is currently the Assistant Superintendent/Chief Business and Operations Officer at Lake Tahoe Unified School District and she is scheduled to begin work at the District on December 11, 2023.
- Provided information regarding the rate study process and timeline.
- A water rights workshop is tentatively scheduled for January.
- A grants program update is scheduled for the December 7, 2023, Board Meeting.

11. NOTICE OF PAST AND FUTURE MEETINGS/EVENTS

ADJOURNMENT: 2:14 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