



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 February 18, 2021 MINUTES

The South Tahoe Public Utility District Board of Directors met in a regular session, 2:01 p.m., via GotoWebinar in accordance with Executive Order N-29-20.

ROLL CALL:

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

Staff: John Thiel, Paul Hughes, Gary Kvistad, Melonie Guttry, Ryan Lee, Brian Bartlett, Cliff Bartlett, Heidi Baugh, Bren Borley, Stephen Caswell, Trevor Coolidge, Star Glaze, IV Jones, Julie Ryan, Marla Sharp, Chris Skelly, Shelly Thomsen

Guests: Rick Lind

CORRECTIONS TO THE AGENDA OR CONSENT CALENDAR:

President Sheehan announced proposed Agenda Action Item 6d – Department of Energy, Connected Communities Grant requires a 4/5's vote of the Board to be added. This item was brought to the Board's attention after the Agenda posted and is time sensitive, with a deadline of March 2, 2021, before the next Regular Board Meeting on March 4, 2021.

Moved Peterson/Second Exline/Sheehan Yes/Cefalu Yes/Romsos Yes/Peterson Yes/Exline Yes to approve the addition of Action Item 6d – Department of Energy Connected Communities Grant to the Agenda.

CONSENT CALENDAR:

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

- a. **RESOLUTION FOR BUREAU OF RECLAMATION WATERSMART SMALL-SCALE WATER EFFICIENCY PROJECTS FISCAL YEAR 2021 GRANT** (Lynn Nolan, Grants Coordinator)
Adopted Bureau of Reclamation WaterSMART Small-Scale Water Efficiency Projects Grant Program Resolution No. 3163-21 approving grant funding for a pressure reducing valve program.

- b. **UNIFORM AND LINEN SERVICE CONTRACT**
(Heidi Baugh, Purchasing Agent)
Authorized a 2-year Contract renewal with Aramark Uniform Services, formerly AmeriPride Services, in an estimated amount of \$33,000 per year.
- c. **2020 LUTHER PASS PUMP STATION IMPROVEMENTS PROJECT**
(Brent Goligoski, Associate Engineer)
Approved Change Order No. 2 to TNT Industrial Contractors, Inc., in the amount of \$30,660.66.
- d. **MIGRATION AND IMPLEMENTATION SERVICES FOR MICROSOFT OFFICE 365**
(Chris Skelly, Information Technology Manager and Brian Bartlett, Network/Telecom System Administrator)
Authorized staff to enter into a professional services Contract with Communication Square LLC as the responsive, responsible bidder on the Migration and Implementation Services for Microsoft Office 365, not to exceed \$35,000.
- e. **REGULAR BOARD MEETING MINUTES: February 4, 2021**
(Melonie Guttry, Executive Services Manager/Clerk of the Board)
Approved February 4, 2021, Minutes

ITEMS FOR BOARD ACTION

- a. Purchase of a 2022 Western Star 4700 Chassis Dump Truck (Cliff Bartlett, Fleet/Equipment Supervisor) – **Cliff Bartlett** provided details regarding the purchase of a 2022 Western Star 4700 chassis dump truck and addressed questions from the Board. **John Thiel** will follow up to be sure that Diamond Valley Ranch needs the replaced truck at the ranch or if it should be auctioned.
- Moved Peterson/Second Cefalu/Sheehan Yes/Cefalu Yes/Romsos Yes/Peterson Yes/Exline Yes** to 1) Approve exception from formal competitive solicitation based on the District's Purchasing Policy exemption when using competitively awarded cooperative agreements that leverage the state's buying power; and, 2) Approve the purchase of one 2022 Western Star 4700 Chassis with a 15 foot/12 yard dump bed from the National Auto Fleet Group in conjunction with the Sourcewell Contract Number 060920-NAF in the estimated amount of \$172,523.91.
- b. Electronic Signature Ordinance (Tim Bledsoe, Manager of Customer Service) – **Chris Skelly** provided details regarding the Ordinance to utilize electronic signatures to streamline the signature process and addressed questions from the Board. **Attorney Kvistad** explained that recorded and certain other documents will still require wet signatures.
- Moved Cefalu/Second Romsos/Sheehan Yes/Cefalu Yes/Romsos Yes/Peterson Yes/Exline Yes** to approve Ordinance No. 579-21 to permit the South Tahoe Public Utility District to utilize electronic signatures.
- c. Approve Payment of Claims (Debbie Henderson, Accounting Manager)
- Moved Sheehan/Second Cefalu/Sheehan Yes/Cefalu Yes/Romsos Yes/Peterson Yes/Exline Yes** to approve Payment of Claims in the amount of \$1,704,090.44.
- d. Department of Energy, Connected Communities Grant (John Thiel, General Manager) – **John Thiel** provided details regarding the grant opportunity and addressed questions from the Board.

Moved Cefalu/Second Romsos/Sheehan Yes/Cefalu Yes/Romsos Yes/Peterson Yes/Exline Yes to authorize the District to join the City of South Lake Tahoe and other community partners in the submittal of an Application to the Department of Energy for a potential Connected Communities Grant.

STANDING AND AD-HOC COMMITTEES AND LIAISON REPORTS:

President Sheehan appointed **Directors Romsos** and **Exline** to the newly created Ad-Hoc Solar Committee. **Director Romsos** stated this is an opportunity to put forward a package that makes sense to address reliability and resilience.

Director Peterson provided a report regarding the February 16 Operations Committee meeting, stating the committee plans to move forward with shorter meetings concentrating on key issues.

Director Exline reported the first System Efficiency meeting took place February 11, which was productive.

BOARD MEMBER REPORTS:

Director Peterson mentioned a recent news article regarding an information technology hacking that took place at a water utility in Florida. The Board would like to learn more in a future Closed Session regarding how the District is combating these issues and what measures the District has taken to prevent these issues.

Director Romsos reported he represented the Board at the Employee Communications Committee meeting on Wednesday.

EL DORADO WATER AGENCY PURVEYOR REPORT:

Director Peterson reported he participated in the El Dorado Water Agency virtual meeting on February 10, where Lori Parlin was elected Chairperson and he was elected Vice Chairperson.

GENERAL MANAGER REPORT:

John Thiel reported on several items:

- Provided a staffing update
- Provided a COVID-19 update

STAFF/ATTORNEY REPORTS:

Ryan Lee, Asset Management Analyst, provided a sewer inspection annual update via PowerPoint presentation and addressed questions from the Board.

ADJOURNMENT: 3:21 p.m.



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



Kelly Sheehan, Board President
South Tahoe Public Utility District