



TAHOE-TRUCKEE SANITATION AGENCY

A Public Agency
13720 Butterfield Drive
TRUCKEE, CALIFORNIA 96161
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Directors

Dan Wilkins: President
Blake Tresan: Vice President
Dale Cox
David Smelser
Scott Wilson

General Manager

Richard Pallante

BOARD OF DIRECTORS REGULAR MEETING MINUTES

March 15, 2023

I. Call to Order:

Vice President Tresan called the regular meeting of the Tahoe-Truckee Sanitation Agency Board of Directors to order at 9:00 a.m. Roll call and Pledge of Allegiance followed.

Directors Present: Blake Tresan, TSD
Dale Cox, OVPSD
David Smelser, ASCWD
Scott Wilson, NTPUD

Directors Absent: Dan Wilkins, TCPUD

Staff Present: Richard Pallante, General Manager
Vicky Lufrano, Human Resources Administrator
Michael Peak, Operations Manager
Jay Parker, Engineering Manager
Tanner McGinnis, Maintenance Department
Crystal Sublet, Finance & Administrative Manager
Roshelle Chavez, Executive Assistant/Board Clerk
Andrew Ramos, Agency Counsel
Celeste Graves, Administrative Department
Paul Shouse, Maintenance Department
Luke Swann, Maintenance Department
Joel Oberly, Operations Department

Public: Shawn Koorn, HDR Engineering, Inc.

II. Public Comment

No public comment

III. Professional Achievements, Awards, and Anniversaries

Ms. Lufrano acknowledged agency staff, Joel Oberly, who received his Wastewater Treatment Plant Operator II certification and promoted to Operator II. Director Tresan congratulated him on his certification and promotion.

IV. Consent Agenda

1. Ratify approval of payment of general fund warrants
2. Ratify approval of financial statements.

MOTION by Director Smelser **SECOND** by Director Wilson to approve the Consent Agenda; unanimously approved.

The Board approved the motion by the following roll call vote:

AYES: Directors Smelser, Wilson, Cox and Vice President Tresan.
NOES: None
ABSENT: Director Wilkins.
ABSTAIN: None

Motion passed.

V. Regular Agenda

1. Approval of the minutes of the regular Board meeting on February 15, 2023

MOTION by Director Wilson **SECOND** by Director Smelser to approve the minutes of the regular Board meeting on February 15, 2023; unanimously approved.

The Board approved the motion by the following roll call vote:

AYES: Directors Smelser, Wilson, Cox and Vice President Tresan.
NOES: None
ABSENT: Director Wilkins.
ABSTAIN: None

Motion passed.

2. Consideration and possible action on the acceptance of the Sewer Rate Study by HDR Engineering and Setting of Public Hearing in accordance with Proposition 218 for a change in the sewer rates for 2024 through 2028 for May 17, 2023.

Shawn Koorn of HDR Engineering provided a presentation summarizing the Sewer Rate Study to the Board of Directors. The Study recommended the Agency increase sewer rates to ensure sufficient revenues and reserves to fund projected operating and capital costs. Specifically, the Study recommended rates be increased approximately 35%, 18%, 10%, 8%, and 5% over the next five years, respectively. After deliberation and discussion, the Board concurred with the recommended rate increase.

After several months of review, the Board of Directors agreed with HDR Engineering and Agency staff recommendation to increase rates on a five-year rate schedule for year 2024/2025 through 2028/2029.

MOTION by Director Wilson **SECOND** by Director Smelser to accept the Sewer Rate Study by HDR Engineering; unanimously approved.

The Board approved the motion by the following roll call vote:

AYES: Directors Smelser, Wilson, Cox and Vice President Tresan.
NOES: None
ABSENT: Director Wilkins.
ABSTAIN: None

Motion passed.

Coinciding with the sewer service rates is the Proposition 218 Notice which requires a Public hearing before the rate increases are approved. The Proposition 218 notice will be sent to all property owners a minimum of 45 days prior to the public hearing. The public hearing will be held at the Board of Directors Meeting on Wednesday, May 17, 2023 at 9:00 am.

MOTION by Director Smelser **SECOND** by Director Cox to approve the setting of a Proposition 218 Public Hearing for a 5-year adjustment in sewer service charges for Wednesday, May 17, 2023; unanimously approved.

The Board approved the motion by the following roll call vote:

AYES: Directors Smelser, Wilson, Cox and Vice President Tresan.
NOES: None
ABSENT: Director Wilkins.
ABSTAIN: None

Motion passed.

3. Approval to solicit bids for the 2023 Roof Repair Project

MOTION by Director Cox **SECOND** by Director Wilson for approval to solicit bids for the 2023 Roof Repair Project; unanimously approved.

The Board approved the motion by the following roll call vote:

AYES: Directors Smelser, Wilson, Cox, and Vice President Tresan..
NOES: None
ABSENT: Director Wilkins.
ABSTAIN: None

Motion passed.

4. Approval to purchase two (2) Taylor-Dunn Electric Utility Carts.

MOTION by Director Smelser **SECOND** by Director Wilson the purchase of two (2) Taylor-Dunn Electric Utility Carts; unanimously approved.

The Board approved the motion by the following roll call vote:

AYES: Directors Smelser, Wilson, Cox, and Vice President Tresan..
NOES: None
ABSENT: Director Wilkins.
ABSTAIN: None

Motion passed.

5. Approval to purchase one (1) Seepex Progressing Cavity Pump for TWAS.

MOTION by Director Wilson **SECOND** by Director Smelser to approve the purchase of one (1) Seepex Progressing Cavity Pump for TWAS; unanimously approved.

The Board approved the motion by the following roll call vote:

AYES: Directors Smelser, Wilson, Cox, and Vice President Tresan..
NOES: None
ABSENT: Director Wilkins.
ABSTAIN: None

Motion passed.

VI. Management Team Reports

1. Department Reports

Mr. Peak provided an update on the operations department.

Mr. McGinnis provided an update on the maintenance department.

Mr. Parker provided an update on the engineering department.

Ms. Sublet provided an update on the administration department.

No action was taken by the Board.

2. General Manager Report

Mr. Pallante provided an update on the status of various ongoing projects, none of which required action by the Board.

VII. Board of Directors Comment

Director Cox wished Roshelle a speedy recovery from her ankle injury. He also thanked Director Tresan for running a good meeting today and recognizing him during the meeting. Director Cox also thanked Luke, Jay and Richard for helping him with his new headphones and getting it setup with his iPad. He said it has helped him make the meeting a much more acceptable on his part.

Director Wilson also thanked staff for their hard work and he can see that it is starting to pay off.

Director Tresan thanked staff for maintaining operations during this challenging winter.

There was no action taken by the Board.

The Board went into Closed Session at 12:30 p.m.

VIII. Closed Session

1. Closed session for public employee performance evaluation of the General Manager. (Government Code, §54957.)

Closed session ended and Open Session began at 12:46 p.m. with no reportable action coming from closed session.

IX. Adjournment

There being no further business, the meeting was adjourned at 12:47 p.m.

MOTION by Director Smelser **SECOND** by Director Cox to adjourn meeting; unanimously approved.

The Board approved the motion by the following roll call vote:

AYES:	Directors Tresan, Cox, Smelser, Wilson and President Wilkins.
NOES:	None
ABSENT:	None
ABSTAIN:	None

Motion passed.



Roshelle Chavez
Executive Assistant/Board Clerk

Approved: 5/17/23