



## TAHOE-TRUCKEE SANITATION AGENCY

A Public Agency  
13720 Butterfield Drive  
TRUCKEE, CALIFORNIA 96161  
(530) 587-2525 • FAX (530) 587-5840

### Directors

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

### General Manager

*Richard Pallante*

## BOARD OF DIRECTORS REGULAR MEETING MINUTES

April 19, 2023

### I. Call to Order:

Dan Wilkins 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: Dan Wilkins, TCPUD  
Blake Tresan, TSD  
Dale Cox, OVPSD  
David Smelser, ASCWD  
Scott Wilson, NTPUD

Staff Present: Richard Pallante, General Manager  
Vicky Lufrano, Human Resources Administrator  
Michael Peak, Operations Manager  
Jay Parker, Engineering Manager  
Paul Shouse, Maintenance Department  
Crystal Sublet, Finance & Administrative Manager  
Roshelle Chavez, Executive Assistant/Board Clerk  
Andrew Ramos, Agency Counsel  
Michelle Mackey, Administrative Department  
Celeste Graves, Administrative Department  
Scott Fleming, Engineering Department  
Trevor Shamblin, Engineering Department  
Luke Swann, Maintenance Department  
Soraya Bedout-Morz, Maintenance Department  
Ryan Schultz, Maintenance Department  
Dean Haines, Maintenance Department  
Justin Parrish, Maintenance Department  
Anthony Salinas, Maintenance Department  
Jesus Zarate, Maintenance Department  
Greg O'Hair, Operations Department  
Brandon Dimond, Operations Department  
Jessie Denham, Operations Department  
Daniel Robenko, Operations Department  
Joel Oberly, Operations Department  
Michael Ramos, Operations Department  
Brad Beatty, Operations Department

Public: Shawn Koorn, HDR Engineering, Inc.  
Josiah Close, HDR Engineering, Inc.  
Jonathan Foster, DavisFarr.  
Meredith Anderson, Sierra Business Council  
Christa Finn, Climate Transformation Alliance  
David Diamond, TTAD/Self  
Paco Lindsay, Truckee Resident  
Annika Deurlington, Truckee Resident  
Lisa Holan, Mountain Area Preservation  
Jan Holan, Truckee River Legacy Foundation

## II. Public Comment

Public comment was heard by David Diamond, Paco Lindsay, Annika Deurlington, Lisa Holan, and Jan Holan.

There was no action taken by the Board.

## III. Professional Achievements, Awards, and Anniversaries

Ms. Lufrano acknowledged agency staff, Richard Pallante, who celebrated his five (5) year employment anniversary. She also acknowledged Paul Shouse for his promotion to Maintenance Department Manager.

Ms. Lufrano also acknowledged Agency staff Anthony Salinas, Jesus Zarate, Joel Oberly, Michael Ramos, and Justin Parrish for their First Quarter 2023 Safety Awards.

The Board acknowledged and congratulated staff for their achievements.

## IV. Consent Agenda

1. Consider approval of Amendment to Resignation and Release Agreement between LaRue Griffin and Tahoe-Truckee Sanitation Agency.
2. Approval of the Alternate Work Schedule Policy
3. Approval of purchase of a Sludge Pump.
4. Ratify approval of payment of general fund warrants
5. 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 Tresan, Cox, Smelser, Wilson, and President Wilkins.  
NOES: None  
ABSENT: None  
ABSTAIN: None

Motion passed.

The approval of the minutes of the regular Board meeting on March 15, 2023 were pulled from the Consent Agenda and will be brought back for approval at the May 17, 2023 Board meeting.

V. Regular Agenda

1. Approval of Resolution No. 1-2023 Commendation of T-TSA Staff for the Sodium Hypochlorite Project.

Public comment was provided by David Diamond.

**MOTION** by Director Tresan **SECOND** by Director Smelser to approve Resolution No. 1-2023 Commendation of T-TSA Staff for the Sodium Hypochlorite Project; 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.

2. Climate Transformation Alliance Presentation.

Ms. Christa Finn and Ms. Meredith Anderson shared a PowerPoint presentation on behalf of the Climate Transformation Alliance to the Board of Directors. The Climate Transformation Alliance aims to lead the charge in climate change, adaptation, mitigation, and response, to build a more sustainable future for everyone. Many local utilities like the Town of Truckee, Truckee Tahoe Airport District, and Truckee Donner Public Utility District have joined their charter and they would like to have T-TSA join as well. There was discussion and questions for clarification. The Board of Directors gave direction to bring the Climate Transformation Alliance Charter participation and cost information back to a future meeting.

3. Presentation of the annual financial audit for fiscal year 2021-2022.

Mr. Jonathan Foster with DavisFarr prepared a review of the Agency's financial audit results for fiscal year 2021-2022 to the Board of Directors for their review and consideration. There was discussion and questions for clarification.

4. Approval to receive and file the annual financial audit for fiscal year 2021-2022.

**MOTION** by Director Smelser **SECOND** by Director Wilson for approval to receive and file the annual financial audit for fiscal year 2021-2022; 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.

5. Discussion of 2022 Connection Fee Study.

Ms. Sublet returned to the Board of Directors with the discussion of the Agency Sewer Connection Fee Study for their review and consideration. There was discussion and questions for clarification. The Board of Directors agreed to proceed with moving forward with having HDR Engineering actively work on the Sewer Connection Fee Study.

Staff plans to return to the Board of Directors in May with an update to the Sewer Connection Fee Tables to correct the fractional billing disconnect and August with an update to the Sewer Connection Fee Study with HDR Engineering.

VI. Management Team Reports

1. Department Reports

Mr. Peak provided an update on the operations department.

Mr. Shouse 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 stated that he wished Richard Pallante a speedy recovery for his upcoming surgery. He also asked for an update on the security breach and the Butterfield fire.

Director Wilkins had a question for Jay Parker regarding a portion of Agency property on the map during the land swap. He asked him to come back and report on a small section of it.

David Diamond made a comment public comment regarding Board of Directors comments.

The Board took a five minute break at 11:25 a.m. and went into Closed Session at 11:30 a.m.

VIII. Closed Session

1. Closed session conference with legal counsel concerning significant exposure to litigation. (Government Code, §54956.9(d)(2)) – one case.

Closed session ended and Open Session began at 11:48 a.m. with no reportable action coming from closed session.

IX. Adjournment

There being no further business, the meeting was adjourned at 11:48 a.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