



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 SPECIAL MEETING MINUTES

June 26, 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
Michael Peak, Operations Manager
Jay Parker, Engineering Manager
Paul Shouse, Maintenance Department
Crystal Sublet, Finance & Administrative Manager
Andrew Ramos, Agency Counsel
Kayle Ohle, Purchasing Agent
Luke Swann, Maintenance Department
Greg O'Hair, Operations Department

Public: Jan Holan, Truckee River Legacy Foundation
Robb Etnyre, TTAD
David Diamond, TTAD
Mary Hetherington, TTAD
Kathryn Rohlf, TTAD
Rick Stephens, TTAD
Jen Callaway, Town of Truckee
Hillary Hobbs, Town of Truckee

II. Public Comment

Public comment was heard by David Diamond and Jan Holan.

There was no action taken by the Board.

III. Professional Achievements, Awards, and Anniversaries

Mr. Peak acknowledged agency staff, Joel Oberly, who received his Wastewater Treatment Operator III certification and promoted to Operator III. He also acknowledged Scott Fleming who celebrated his five (5) year employment anniversary.

The Board acknowledged and congratulated staff for their achievements.

IV. Consent Agenda

1. Ratify approval of general fund warrants.

MOTION by Director Tresan **SECOND** by Director Cox to approve the Consent Agenda; unanimously approved.

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

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

Motion passed.

Consent Items IV-1, "Minutes of the regular Board Meeting on May 17, 2023," and IV-2 "Ratify approval of financial statements," were pulled from the Consent Agenda and moved to the Regular Agenda for further discussion.

V. Regular Agenda

1. Approval of the minutes of the regular Board meeting on May 17, 2023.

Correction of May 17, 2023 meeting Minutes for items V-3 and V-4 of the Regular Agenda to correct the appropriate approval item descriptions.

MOTION by Director Tresan **SECOND** by Director Wilson to approve the minutes of the regular Board meeting on May 17, 2023 as amended; unanimously approved.

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

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

2. Ratify approval of the financial statements

Director Tresan requested the item pulled from consent agenda. Although not recommending any changes, he wanted to highlight the General Fund combined cash teeter payment scheduled user

fees were received. However, they are allocated differently on the cash statement. Director Tresan wanted to make sure the Board was aware.

Written public comment was received by Mark Wasley regarding financial statements.

MOTION by Director Cox **SECOND** by Director Tresan to ratify the approval of the financial statements; unanimously approved.

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

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

3. Public Hearing for public comment related to the Board's consideration of adopting a resolution of the Board adopting 2023-2024 tax roll billing report and approving billing and collection of charges on county tax roll.

Public Hearing opened by President Wilkins at 9:12 A.M:

There was no public present and there was no public comment regarding this item.

President Wilkins closed the Public Hearing at 9:13 A.M.

4. Approval of Resolution No-2-2023 adopting 2023-2024 tax roll billing report and approving billing and collection of charges on the County of Placer tax roll.

MOTION by Director Cox **SECOND** by Director Wilson to approve Ordinance No. 2-2023 adopting 2023-2024 tax roll billing report and approving billing and collection of charges on the County of Placer tax roll; unanimously approved.

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

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

Motion passed.

5. Approval of Resolution No-3-2023 adopting 2023-2024 tax roll billing report and approving billing and collection of charges on the County of El Dorado tax roll.

MOTION by Director Cox **SECOND** by Director Wilson to approve Ordinance No. 3-2023 adopting 2023-2024 tax roll billing report and approving billing and collection of charges on the County of El Dorado tax roll; unanimously approved.

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

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

Motion passed.

6. Approval of Resolution No-4-2023 adopting 2023-2024 tax roll billing report and approving billing and collection of charges on the County of Nevada tax roll.

MOTION by Director Cox **SECOND** by Director Wilson to approve Ordinance No. 4-2023 adopting 2023-2024 tax roll billing report and approving billing and collection of charges on the County of Nevada tax roll; unanimously approved.

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

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

Motion passed.

7. Presentation and approval of the Annual Budget for fiscal year 2023-2024

Ms. Sublet presented the Fiscal Year 2023-2024 (FY24) Budget. There were questions, answers, and discussion.

Director Tresan commented on the need to look for opportunities to be prudent with the public funds by looking for ways to save money by looking at possible saving on health benefits and alternative energy sources. He would like the Budget for next year to have a longer fund forecast.

MOTION by Director Wilson **SECOND** by Director Tresan to approve The Annual Budget for fiscal year 2023-2024; unanimously approved.

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

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

Motion passed.

8. Approval of Resolution No-5-2023 to revise the Wastewater Capital Reserve Fund budget and making related findings.

MOTION by Director Cox **SECOND** by Director Wilson to approve Resolution No. 5-2023 to revise the Wastewater Capital Reserve Fund budget and making related findings; unanimously approved.

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

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

Motion passed.

9. Approval of Resolution No-6-2023 to establish appropriations limits for fiscal year 2023-2024.

MOTION by Director Cox **SECOND** by Director Wilson to approve Resolution No. 5-2023 to revise the Wastewater Capital Reserve Fund budget and making related findings; unanimously approved.

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

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

Motion passed.

10. Truckee 2040 River Revitalization Presentation

Ms. Jen Callaway with the Town of Truckee presented The Truckee 2040 General Plan with the intention of asking a member of T-TSA to join the stakeholder advisory committee.

Directors Wilson and Cox requested that this presentation be presented to their districts.

Discussion from the board included requesting that the T-TSA General Manager participate in the Town's stakeholder advisory committee on behalf of the agency.

11. Review and discussion of Agency owned property for current and future uses.

Mr. Andrew Ramos presented what property T-TSA has acquired through the years and discussed what restrictions and options T-TSA faces with utilizing the land and the process steps to be taken for each.

Discussion from the board included directing staff to look into doing a risk assessment and to discuss the options in the future after getting more information.

The Board took a short break at 11:39 A.M. and resumed with Manager reports at 11:49 A.M.

VI. Management Team Reports

1. Department Reports

Mr. O'Hair 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. Peak 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 wanted to reiterate the importance of the safety of the communities surrounding the plant and making sure that the communities are educated about what is planned with T-TSA property.

Director Tresan welcomed back General Manager Richard Pallante and brought up an interest in exploring the opportunity for T-TSA to send samples to the health department to be tested for Covid, or for T-TSA to investigate the amount of interest the health department has in T-TSA participation.

Director Smelser asked if CalPERS was affected by the possible security breach- it was not.

Director Wilson commented that he had toured the property for the first time and had noticed some people camping on the property. He also commented on making an informed decision on what to do with the property that T-TSA has and taking the time to decide.

In regard to T-TSA property- President Wilkins commented on potentially using T-TSA surplus property to help out member districts and utilizing any money gained towards capital projects. Director Cox advised to ensure that all member districts are represented and will benefit equally from any surplus of any property. Director Smelser advised that it would be best to enter lease plans versus selling the property. Director Tresan commented on the land swap with Tahoe Truckee Airport District and thought it best that T-TSA attend the TTAD board meeting.

VIII. Adjournment

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

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

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

AYES: Directors Tresan, Wilson, Cox, Smelser, and President Wilkins.

NOES: None

ABSENT: None

ABSTAIN: None

Motion passed.

By:



Richard Pallante, General Manager

Date:

Approved: 07-19-23