



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

July 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
Roshelle Chavez, Executive Assistant/Board Clerk
Michael Peak, Operations Manager
Jay Parker, Engineering Manager
Paul Shouse, Maintenance Manager
Crystal Sublet, Finance & Administrative Manager
Andrew Ramos, Agency Counsel
Aaron Carlsson, Engineering Department
Scott Fleming, Engineering Department
Trevor Shamblin, Engineering Department
Mike Smith, Engineering Department
Michelle Mackey, Administration Department
Dawn Davis, Administration Department
Kayle Ohle, Administration Department
Tanner McGinnis, Maintenance Department
Luke Swann, Maintenance Department
Soraya Bedout-Morz, Maintenance Department
Zeb Snider, Maintenance Department
Jaime Garcia, Maintenance Department
Jesus Zarate, Maintenance Department
Anthony Salinas, Maintenance Department
Justin Parrish, Maintenance Department
Herb Hodges, Maintenance Department
Jeff Navarrete, Maintenance Department

Ryan Schultz, Maintenance Department
Greg O'Hair, Operations Department
Brandon Dimond, Operations Department
Jessie Denham, Operations Department
Brad Beattie, Operations Department
Dan Underwood, Operations Department
Jason Hays, Operations Department
Kristin Davis, Operations Department
Kristin Schrandt, Operations Department

II. Public Comment

There was no public comment. No action was taken by the Board.

III. Professional Achievements, Awards, and Anniversaries

Ms. Lufrano acknowledged Agency staff, Paul Shouse, who celebrated his five (5) employment anniversary in July. She also acknowledged Scott Fleming again for his five (5) year employment anniversary in June since he was not at the meeting. Ms. Lufrano also acknowledged Agency staff Herb Hodges, Jeff Navarrete, and Joel Oberly for their Second Quarter safety suggestion awards.

The Board acknowledged and congratulated staff for their achievements. President Wilkins stated that eleven years without a lost time safety incident is an amazing achievement.

IV. Public Hearing

1. 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 delinquent charges on county tax roll.

Public Hearing opened by President Wilkins at 9:03 A.M:

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

President Wilkins closed the Public Hearing at 9:04 A.M

V. Consent Agenda

1. Approval of the minutes of the Special Board meeting on June 26, 2023.
2. Ratify payment of General Fund Warrants.
3. Ratify approval of Financial Statements.

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

The Board approved the motion by the following vote:

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

Motion passed.

VI. Regular Agenda

1. Discussion of Employee Health Benefits.

Ms. Lufrano provided a PowerPoint presentation of current Agency Health benefits to the Board of Directors. She also gave the Board a timeline of when any potential changes to Agency Health benefits would need to be made to become effective January 1, 2024. General Manager, Richard Pallante read an anonymous public comment addressed to the Board after an all employee staff meeting on July 18th. Mr. Pallante also reviewed a list of staff concerns regarding potential changes to Agency Health benefits.

There was additional discussion, questions, and answers between Agency staff and the Board of Directors. Public comment was received from Agency staff Trevor Shamblin, Jason Hays, Jeff Navarrete, and Tanner McGinnis.

After further discussion, the Board of Directors advised that there would not be any changes made to Agency Health benefits for 2024, as this item was just for discussion only. A classification and compensation study will be performed in the near future and benefits will be included in the study.

A majority of the staff in attendance left following this Agenda item.

The Board of Directors took a break from 10:38 AM to 10:43 AM.

2. Consider approval of Ordinance No. 2-2023 Amending Ordinance 2-2015, As Amended, Making Conforming Changes to Agency Connection Charges.

MOTION by Director Tresan **SECOND** by Director Wilson to approve Ordinance No. 2-2023, As Amended, Making Conforming Changes to Agency Connection Charges; unanimously approved.

The Board approved the motion by the following vote:

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

Motion passed.

3. Approval of Resolution No. 7-2023 to adopt report on delinquent charges and authorize their collection on the county tax roll.

MOTION by Director Tresan **SECOND** by Director Cox to approve Resolution No. 7-2023 to adopt report on delinquent charges and authorize their collection on the county tax roll; unanimously approved.

The Board approved the motion by the following vote:

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

Motion passed.

4. Approval of Resolution No. 8-2023 adopting 2022-2023 tax roll billing report and requesting collection of delinquent sewer service charges on the Placer County tax roll.

MOTION by Director Cox **SECOND** by Director Smelser to approve Resolution No. 8-2023 adopting 2022-2023 tax roll billing report and requesting collection of delinquent sewer service charges on the Placer County tax roll; unanimously approved.

The Board approved the motion by the following vote:

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

Motion passed.

5. Approval of Resolution No. 9-2023 to request tax collection services with the County of Nevada concerning the collection of delinquent sewer service charges on the Nevada County tax roll.

MOTION by Director Cox **SECOND** by Director Smelser to approve Resolution No. 9-2023 to request tax collection services with the County of Nevada concerning the collection of delinquent sewer service charges on the Nevada County tax roll; unanimously approved.

The Board approved the motion by the following vote:

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

Motion passed.

6. Discussion and approval of OPEB Premium Reimbursement.

MOTION by Director Tresan **SECOND** by Director Wilson to approve the OPEB Premium Reimbursement along with Resolution No. 10-2023 and Resolution No. 11-2023 for the CalPERS OPEB Premium Reimbursement; unanimously approved.

The Board approved the motion by the following vote:

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

Motion passed.

7. Approval to award the 2023 Digital Scanning of Sewer Lines Project.

MOTION by Director Wilson **SECOND** by Director Smelser to award 2023 Digital Scanning of Sewer Lines Project to Pro-Pipe, Inc. at \$1.79 per lineal foot; unanimously approved.

The Board approved the motion by the following vote:

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

Motion passed.

8. Discussion/Staff direction on scope of work for Surplus Property Risk Assessment RFP.

Mr. Pallante addressed the Board of Directors with an update that they have been in communications with an Engineering firm that has offered to develop a scope for the Risk Assessment RFP at no cost to the Agency.

The scope of work will include: 1) Environmental/safety hazard risks associated with the reduction of buffer space area; 2) Hazards proposed to the treatment facility from various development within the buffer space area; 3) Potential nuisance risks to land users within the current buffer space area; 4) Review overall need of buffer space land for future treatment processes; 5) Chlorine vs. No-Chlorine operations at the Plant.

The Board also directed legal to include their land use search to include residential, industrial, or other Public Agency land use that may generate public activity like recreation use.

The Board agreed to move forward with the scope of work for the estimate and time frame.

9. Approval for General Manager to approve payment to title company for Surplus Property research, not to exceed \$20,000.00.

MOTION by Director Tresan **SECOND** by Director Cox to approve General Manager to approve payment to title company for Surplus Property research, not to exceed \$20,000.00; majority approved.

The Board approved the motion by the following vote:

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

Motion passed.

10. Approval of Climate Transformation Alliance Membership and Appointment of Board Representative.

MOTION by Director Cox **SECOND** by Director Smelser to approve Climate Transformation Alliance Membership and Appointment of Board Representative, Director Scott Wilson; unanimously approved.

The Board approved the motion by the following vote:

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

Motion passed.

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

VII. 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.

VIII. Board of Directors Comment

Director Cox inquired about the Agency curb appeal project and signage. Mr. Pallante stated that the inhouse Engineers are working on it and hope to have a drawing at the next meeting. More information is still needed to move forward and it will realistically be next construction season before the work is done. Director Cox also inquired about reclaiming the Ion Exchange area of the plant and what the timeframe was in cleaning out that area. Mr. Pallante explained that it was part of the Master Plan and it was not in the current queue of planned projects.

Director Wilson commended Mr. Pallante and staff for holding the all staff meeting the day prior for staff and for the Health benefits portion of the meeting, as it was very eye opening for him.

Director Tresan reiterated Director Wilson's comments regarding the Health benefits portion of the meeting. He wanted to let staff know that the Board wants to hear from them. Director Tresan stated that he knows that Mr. Parker does not like to take center stage, but that he has given a retirement date and he's hoping there will be some formal recognition for him.

Mr. Parker stated that he will be retiring in August and he would be here for the next Board meeting. Director Cox and President Wilkins stated that there was a lot of knowledge and history that is going to be lost with Mr. Parker.

President Wilkins stated that he went to the TTAD meeting with Mr. Pallante regarding the Land Exchange Agreement. President Wilkins stated that a future process will require County approval to the modified parcel lines, and he will likely be involved with that process through his job at the Town of Truckee.


President Wilkins stated that recently there was a Moonshine Ink article where he was quoted and was trying to represent the Board and keep it on the straight and narrow. President Wilkins understands that the surplus land is not a done deal, that he was trying to represent the T-TSA Board appropriately and wanted to make sure that if anyone had any concerns with his comments to let him know. Director Cox thanked him for bringing it up. Both Director Smelser and Director Cox said they did not have any concerns.

President Wilkins stated that at the next meeting there will be a closed session item added for a public employee evaluation of the General Manager position.

IX. Adjournment

There being no further business, the meeting was adjourned at 11:56 a.m.

By:


Richard Pallante, General Manager

Date:

Approved: 08-16-2023