

TAHOE-TRUCKEE SANITATION AGENCY



A Public Agency
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Directors

S. Lane Lewis: President
Dale Cox: Vice President
Jon Northrop
Dan Wilkins
Blake Tresan

General Manager

LaRue Griffin

BOARD OF DIRECTORS REGULAR MEETING MINUTES

January 10, 2018

I. CALL TO ORDER:

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

Directors Present: S. Lane Lewis, NTPUD
Dale Cox, SVPSD
Jon Northrop, ASCWD
Blake Tresan, TSD
Dan Wilkins, TCPUD

Staff Present: LaRue Griffin, General Manager
Roshelle Chavez, Administrative Services Manager
Michael Peak, Operations Manager
Jason Parker, Engineering Manager
Robert Gray, IT Manager
Richard P. Shanahan, Agency Counsel
Michelle Mackey, Administration Department
Dawn Davis, Administration Department
Mike Smith, Engineering Department
Aaron Carlsson, Engineering Department
Kevin Woods, IT Department
Laura Mader, Laboratory Department
Bill Pindar, Laboratory Department
Kristen Davis, Laboratory Department
Robert Holmes, Maintenance Department
Jim Redmond, Maintenance Department
Philip Fay, Maintenance Department
Justin Parrish, Maintenance Department
Mark Heidelberger, Maintenance Department
Anthony Salinas, Maintenance Department

Public Present: Bud Haley, Member of the Public

II. Public Comment:

Agency staff, Mr. Philip Fay, addressed the Board and provided his opinion on the handling of documents that were submitted to the Board Directors and expressed his opinion on the Board minutes preparation. Both documents and minutes pertained to the December 13, 2018 Board meeting.

No action was taken by the Board.

III. Consent Agenda

1. Approval of the minutes of the regularly scheduled Board meeting on December 13, 2017.

The Board discussed minutes preparation and directed that minutes be prepared to include action item and general summaries of public comment with submitted written public correspondences attached. The December 13, 2018 minutes are to include documents submitted at public comment during that meeting.

2. Approval of General Fund Warrants.
3. Receive and file financial statements, status of investments.

MOTION by Director Wilkins, **SECOND** by Director Northrop to approve the Consent Agenda items; unanimously approved.

The Board approved the motion by the following vote:

AYES: Directors Cox, Wilkins, Northrop, Tresan and President Lewis
NOES: None
ABSENT: None
ABSTAIN: None

Motion passed.

IV. Regular Agenda

1. Customer appeal of sewer service charges for APN 19-090-02-000.

The Board Directors held a discussion concerning the customer appeal for relief of past due sewer charges concerning Mr. Bud Haley, owner of the building on APN 19-090-02-000. Mr. Griffin provided a summary of the actual charges and the simulated accounting of charges on the property had the delinquent charges been collected through the County tax roll at the end of every fiscal year. The simulated accounting reflected a balance of \$8,479.20. Discussion was held on the parcel billing history and Mr. Haley provided a history of his circumstances.

MOTION by Director Wilkins, **SECOND** by Director Northrop to reduce the compound interest charges to amend the current balance due to \$8,479.20, provided Mr. Bud Haley submit payment in full within 60 days of January 10, 2018, and that, if the adjusted balance is not paid in full by that deadline, the past due balance will revert to the former amount of \$26,750.48; unanimously approved.

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

AYES: Directors Cox, Wilkins, Northrop, Tresan and President Lewis
NOES: None
ABSENT: None
ABSTAIN: None

Motion passed.

2. Approval to solicit bids for the 2018 Clarifier Painting Project.

MOTION by Director Wilkins, **SECOND** by Director Northrop to solicit bids for the 2018 Clarifier Painting Project; unanimously approved.

The Board approved the motion by the following vote:

AYES: Directors Cox, Wilkins, Northrop, Tresan and President Lewis
NOES: None
ABSENT: None
ABSTAIN: None

Motion passed.

3. Approval of CH2M Hill Task Order No. 30.

MOTION by Director Cox, **SECOND** by Director Northrop to approve CH2M Hill Task Order No. 30; unanimously approved.

The Board approved the motion by the following vote:

AYES: Directors Cox, Wilkins, Northrop, Tresan and President Lewis
NOES: None
ABSENT: None
ABSTAIN: None

Motion passed.

4. Discussion of State Route 89/Fanny Bridge Community Revitalization Project-Related TRI Relocation Agreement and proposed amendment and indemnity agreement with State Department of Transportation

Mr. Griffin informed the Board that an amendment to the TRI relocation agreement has been submitted to all parties and the Agency will approve the amendment after the indemnity agreement with the State Department of Transportation has been executed and finalized.

No action was taken by the Board.

V. Management Team Report

1. Operations, Maintenance, Engineering and IT Reports

Mr. Peak provided an update on current and past projects for the operations department and reported that all waste discharge requirements were met for the month except for a minor pH violation at Well 31.

Mr. Parker provided an update on current and past projects for the engineering department. Mr. Parker added that he received a project routing request from the Town of Truckee regarding the Avery Hotel site after the January Agenda was finalized and would research the development history for past agreements or contracts to determine if there were any existing outstanding fees or costs associated with the property.

Mr. Gray provided an update on current and past projects for the IT department.

No action was taken by the Board.

2. General Manager Report

Mr. Griffin provided a brief update on the status of various ongoing projects, none of which required action by the Board. No action was taken by the Board.

VI. Board of Directors Comment

Director Wilkins provided comment that the Town of Truckee changed its Traffic Impact Fee Program to stop charging by a per unit basis and change to a per square foot basis.

Director Cox requested an agenda item be placed on the February Board meeting agenda to discuss the procedural review of the employee handbook. Director Wilkins requested staff prepare a list of items that should be updated in the handbook and an estimated time to perform an update.

No action was taken by the Board.

VII. Closed Session

The Board went into closed session with legal counsel and Mr. Griffin at 10:30 AM.

1. Conference with General Manager, as Agency real property negotiator, concerning price and terms of payment relating to potential to real property exchange with Truckee Tahoe Airport District concerning Nevada County APN 019-440-81, APN 049-040-24 and APN 049-040-25 pursuant to Government Code Section 54956.8.
2. Closed session conference with legal counsel regarding existing adjudicatory administrative proceeding, IBEW Local 1245 v. Agency (Public Employee Relations Board Case Nos. SA-CE-1017-M & SA-RR-1172-M) under Government Code section 54956.9(d)(1) (IBEW petition for recognition and unfair labor practice charge).
3. Closed session for public employee performance evaluation of the General Manager.

The meeting was reopened at 11:40 AM. Nothing to report from closed session.

VIII. ADJOURNMENT:

There being no further business, the meeting adjourned at 11:40 PM.



LaRue Griffin
Secretary to the Board

Approved: 2/14/18

Documents received by the Board
from meeting attendees during the
Board meeting.

Gentlemen,

My name is Philip Fay, I am a Mechanic at TTSA.

I would just like to make two very brief points.

Firstly, As you will have noted from the document I submitted to you last month LaRue promised to deliver each of you a copy of the "Statement of Fact" I signed along with my coworkers on the day Jim Redmond was terminated. As you know, this did take place but I was astounded to see that LaRue waited until the very moment I stood up to address you before handing you each that document.

Secondly, with the benefit of recorded audio, I would have thought it relatively easy to capture the essence of what had been said in the minutes of meeting each month. Evidently, that is not the case. Reading those minutes it was impossible to believe we were in the same meeting as the minutes are extremely bias.

I believe both the board of directors and employees should expect better from upper management.

Thanks you.