



TAHOE-TRUCKEE SANITATION AGENCY

A Public Agency
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Directors

Blake Tresan: President
Scott Wilson: Vice President
Dale Cox
Dan Wilkins
David Smelser
General Manager
Richard Pallante

BOARD OF DIRECTORS REGULAR MEETING MINUTES

February 21, 2024

I. Call to Order

President Tresan called the special 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
Scott Wilson, NTPUD
Dan Wilkins, TCPUD (arrived at 9:13 a.m.)
Dale Cox, OVPSD (via teleconference)
David Smelser, ASCWD

Staff Present: Richard Pallante, General Manager
Roshelle Chavez, Executive Assistant/Board Clerk
Vicky Lufrano, Human Resources Administrator
Michael Peak, Operations Manager
Paul Shouse, Maintenance Manager
Jason Hays, Technical Services Manager
Michelle Mackey-Adams, Accounting Supervisor
Andrew Ramos, Agency Counsel (via teleconference)
Greg O'Hair, Chief Plant Operator
Brandon Dimond, Operations Supervisor
Collin Fisher, Operations Department
Luke Swann, IT Supervisor
Scott Fleming, Engineering Department
Trevor Shamblin, Engineering Department
Ryan Schultz, Maintenance Department
Kevin Demm, Administrative Department

Public Present: Lizz Cook, Boucher Law
Tim Loper, Carollo Engineers

II. Public Comment

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

III. Professional Achievements, Awards, Anniversaries, and Acknowledgements

Ms. Lufrano introduced new hire Kevin Demm, Purchasing Agent, to the Board of Directors. Mr. Demm also spoke and introduced himself to the Board and thanked those who have welcomed him and aided in his training efforts thus far.

Ms. Lufrano also acknowledged Mark Messerschmidt. On February 13, 2024, while returning from a work-related errand to the plant, Mark noticed an unusual black smoke billowing out of the boiler smokestack. After further investigation, Mark reported the anomaly to his supervisor.

It was subsequently discovered that a part of the air control damper had failed, and the diesel fuel was not burning efficiently. While we will never know what events were prevented, it is worth acknowledging Mark for his awareness and quick action. Had Mark not noticed and reported the situation, it is possible that the built-up fuel could have resulted in an explosion severely damaging equipment and possibly injuring staff.

Mr. Pallante introduced Lizz Cook of Boucher Law, who is overseeing the administrative staff on an interim basis while recruiting is ongoing for the Finance and Administration Manager. Ms. Cook also briefly introduced herself to the Board, explaining that she had previously been submitted to the Finance Committee and is assisting them with a cash flow analysis.

The Board welcomed Mr. Demm and thanked Mr. Messerschmidt for his efforts.

IV. Consent Agenda

1. Approval of the minutes of the Special Board meeting on January 17th, 2023
2. Ratification of approval of General Fund Warrants
3. Ratification of Financial Statements

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

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

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

Motion approved.

V. Regular Agenda

1. Placer County LAFCO Notice of Upcoming Vacancies and Call for Nominations

Director Wilkins arrived at 9:13 a.m.

MOTION by Director Smelser **SECOND** by Director Wilkins to nominate Director Scott Wilson for the Alternate Seat of the Placer County LAFCO; unanimously approved.

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

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

Motion approved.

2. Presentation and Discussion of Proposed Nutrient Removal Alternatives Study

Mr. Hays provided a PowerPoint presentation and discussion to staff and the Board of Directors, beginning with a review of the 2022 TTSA Master Sewer Plan. The plan identified infrastructure needs at the facility and defined rough timeframes and scopes for projects designed to address those needs. The Agency CIP list was built on these needs along with other internally identified projects. As projects became more clearly defined in preparation for implementation, staff noticed a common post COVID-19 trend. Project costs are increasing, and resource availability is increasingly becoming an issue.

Staff took assumptions from the 2022 Master Plan and made best estimates on what these projects might entail when viewed through the lens of new realities after the global pandemic. Not surprisingly, costs are expected to be substantially more than initially assumed. While it was previously estimated at \$144 Million for projects established over the next 25 years, internal staff cost estimates now show costs could be as high as \$270 million. Facing these potential realities, staff are asking whether it makes sense to continue repairing aging facilities or to investigate new technologies developed and proven in the last few decades.

Mr. Hays reviewed a list of these potential nutrient removal alternatives: A Membrane Bioreactor (MBR), the Bardenpho Process, the "Universe of Alternatives," and a Reevaluation and assessment of the current plan for facilities. Hays then reviewed the Agency WRP Process Flow Diagram, which highlighted the facilities the study would impact and pointed out that the study would not impact several areas. Reviewing an overall plant map, Mr. Hays pointed out several areas of infrastructure that are over 20 and 49 years of age.

To identify these potential alternatives and to determine their viability compared to current systems and repair costs, staff would like to employ a consultant (Carollo Engineering) to revisit the previous study with additional direction and revised scope. Mr. Hays reviewed a proposed project scope schedule where TTSA staff would control project direction and essential decision-making processes. We would not get to task 3 without substantial input from staff on tasks 1 and 2. It is essentially the study of TTSA, not in complete control of Carollo.

Mr. Hays provided a study from Wastewater Digest that recognized a plant in Logan, Utah, operating at 18 MGD that needed an overhaul. Instead of repairing the facility, they built an entirely new plant in 2023 for \$139 Million using the Bardenpho process. Staff believes this process would also benefit the Agency and the community.

The benefits of a new infrastructure with more well-defined integrity and life expectancy would be reduced O&M and chemical costs, better positioned to deal with any tightening of WDR/NPDES restrictions, leverage technology to address obstacles, ensure we are in the best position to treat wastewater for the next five decades; demonstrate a commitment to our local natural resources by leading the industry; and civic pride in a truly state-of-the-art facility.

There was extensive discussion, questions, and answers between staff and the Board of Directors. Ultimately, the Board of Directors approved moving forward with the Nutrient Removal Alternative Process Evaluation Study. An Ad Hoc Committee will be selected at the next Board of Directors meeting to work with staff to define the scope moving forward with the project.

The Board took a five-minute recess and returned at 10:20 A.M.

3. Approval of Consultant Services to Develop Network Upgrade Preliminary Design Report for the SCADA/IT Master Plan

MOTION by Director Cox **SECOND** by Director Wilson for Approval of Consultant Services Agreement to Develop Network Upgrade Preliminary Design Report for the SCADA/IT Master Plan; unanimously approved.

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

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

Motion approved.

4. Presentation and Discussion of the SCADA/IT Master Plan Standards – Phase 1

In November 2022, the Board of Directors approved a proposal from Jacobs Engineering (CH2M Hill) to develop SCADA Design Standards as outlined in phase one of the approved SCADA/IT Master Plan. The scope of the service was to establish a design guide for supervisory control and data acquisition SCADA system equipment, SCADA system programming, and SCADA information technology IT interfaces. In January 2024, the final revision to the SCADA/IT Design Standards was approved by staff and management.

Mr. Luke Swann, IT Supervisor, provided a PowerPoint presentation to the Board of Directors and staff reviewing the SCADA Design Standards. Mr. Swann reviewed Database Naming, Control Objects, HMI (Graphical Interface), and Hardware in his presentation. There was discussion, questions, and answers from staff and the Board of Directors. No action was taken by the Board.

5. Approval to Award Procurement of SCADA/IT Server Upgrade & Replacement

MOTION by Director Wilkins **SECOND** by Director Smelser to award procurement of SCADA/IT Server Upgrade & Replacement; unanimously approved.

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

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

Motion approved.

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. Hays provided an update on the Technical Services department.

Mr. Pallante 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 additional action by the Board.

VII. Board of Directors Comment

Director Cox stated it had been an interesting meeting with presentations on possibly updating our treatment process, SCADA, and IT systems. He stated he saw a lot of needs within the Agency but wanted to see where the Agency would get the funding for these needs. Mr. Pallante said staff was working on the cash flow analysis to provide answers to that question soon. President Tresan stated that staff was working hard to move that forward.

President Tresan commended staff, supervisors, and management for their work on the Nutrient Removal presentation. It was great to see everyone engaged on the topic.

VIII. Adjournment

There being no further business, the meeting was adjourned at 12:01 P.M.

By: 
Richard Pallante, General Manager

Date:
Approved: 03/20/2024