

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 SPECIAL MEETING MINUTES

April 18, 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 via teleconference
Dan Wilkins, TCPUD

Staff Present: LaRue Griffin, General Manager
Patrick Fitzgerald, Agency Counsel via teleconference
Roshelle Chavez, Administrative Services Manager
Michael Peak, Operations Manager
Jay Parker, Engineering Manager
Bob Gray, IT Manager
Richard Pallante, Maintenance Manager
Celeste Graves, Administration Department
Dawn Davis, Administration Department
Mike Smith, Engineering Department
Aaron Carlsson, Engineering Department
Jim Redmond, Maintenance Department
Philip Fay, Maintenance Department

Public Present: Rick Thompson, IBEW 1245

II. Public Comment:

Agency staff, Richard Pallante, introduced himself to the Board of Directors as the new Maintenance Department Manager and provided a brief work history.

No action was taken by the Board.

Most of the Agency employees left the meeting following the public comment.

III. Consent Agenda

1. Approval of the minutes of the regularly scheduled Board meeting on March 14, 2018.
2. Approval of general fund warrants.
3. Approval of financial statements and 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 roll call vote:

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

Motion passed.

IV. Regular Agenda

1. Approval of the License Agreement with the Truckee River Watershed Council and Indemnification Agreement with the Truckee River Watershed Council contractor for weed eradication activities.

MOTION by Director Wilkins, **SECOND** by Director Northrop to approve the License Agreement with the Truckee River Watershed Council and Indemnification Agreement with the Truckee River Watershed Council contractor; unanimously approved.

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

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

Motion passed.

2. Approval of the Indemnification Agreement with the Truckee River Watershed Council contractor to maintain and monitor construction improvements associated with the Truckee Meadows Restoration project.

MOTION by Director Wilkins, **SECOND** by Director Northrop to approve the Indemnification Agreement with the Truckee River Watershed Council contractor; unanimously approved.

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

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

Motion passed.

3. Approval to solicit bids for the BNR Influent Pump Station Variable Frequency Drive Upgrade project.

MOTION by Director Cox, **SECOND** by Director Northrop to solicit bids for the BNR Influent Pump Station Variable Frequency Drive Upgrade project; unanimously approved.

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

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

Motion passed.

4. Discussion of employee handbook revision procedure.

Mr. Griffin provided a summary of the steps to revise the employee handbook. He stated the ad hoc committee would be contacted once the Human Resource Administrator commences employment with the Agency.

No action was taken by the Board.

5. Discussion of the Avery Hotel development.

Staff provided a summary of costs incurred by the Agency when the Avery Hotel was originally initiated years ago. The Board directed Mr. Griffin to discuss these costs with the owner of the current Avery Hotel project.

No action was taken by the Board.

Agency Council, Patrick Fitzgerald, joined the meeting via teleconference at 9:30 AM.

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 the all waste discharge requirements were met for the month with the exception of a minor pH violation which was reported to the Regional Water Control Board (Lahontan).

Mr. Parker provided an update on current and past projects for the engineering department and added the TRI section scheduled for digital scanning will be substituted with a different TRI section as the TRI MH81-MH83 Improvements project will affect the scanning work.

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

Mr. Pallante asked the Board for input on the future maintenance department reports.

No action was taken by the Board.

2. General Manager Report

Mr. Griffin provided a brief update on the status of various ongoing project, none of which required action by the Board. Mr. Griffin informed the Board that the new HR Administrator will be starting mid-May.

No action was taken by the Board.

VI. Board of Director Comment

Director Cox requested an update on Teichert Construction Company activities be provided at the May Board meeting.

No action was taken by the Board.

VII. Closed Session

The Board went into closed session with legal counsel and Mr. Griffin at 10:05 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).

The meeting was reopened at 10:42 AM. Nothing to report from closed session.

VIII. ADJOURNMENT:

There being no further business, the meeting adjourned at 10:42 AM.



LaRue Griffin
Secretary to the Board

Approved: 5/9/18