



# TAHOE-TRUCKEE SANITATION AGENCY

A Public Agency  
13720 Butterfield Drive  
TRUCKEE, CALIFORNIA 96161  
(530) 587-2525 • FAX (530) 587-5840

## Directors

*Dale Cox: President*  
*Dan Wilkins: Vice President*  
*David Smelser*  
*Blake Tresan*  
*S. Lane Lewis*

## General Manager

*LaRue Griffin*

## BOARD OF DIRECTORS REGULAR MEETING MINUTES

April 21, 2021

### I. Call to Order:

This meeting was conducted via Zoom teleconferencing as described in the April 21, 2021 meeting agenda and the accompanying Guidelines for using Zoom for T-TSA April 21, 2021 Board of Directors Meeting. President Cox 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: Dale Cox, OVPSD (via teleconference)  
Dan Wilkins, TCPUD (via teleconference)  
S. Lane Lewis, NTPUD (via teleconference)  
David Smelser, ASCWD (via teleconference)  
Blake Tresan, TSD (via teleconference)

Staff Present: LaRue Griffin, General Manager (via teleconference)  
Roshelle Chavez, Executive Assistant/Board Clerk (via teleconference)  
Michael Peak, Operations Manager (via teleconference)  
Jay Parker, Engineering Manager (via teleconference)  
Richard Pallante, Maintenance Manager (via teleconference)  
Robert Gray, Information Technology Manager (via teleconference)  
Vicky Lufrano, Human Resources Administrator (via teleconference)  
Richard P. Shanahan, Agency Counsel (via teleconference)  
Mike Smith, Engineering Department (via teleconference)  
Aaron Carlsson, Engineering Department (via teleconference)  
Scott Fleming, Engineering Department (via teleconference)  
Michelle Mackey, Administrative Department (via teleconference)  
Dawn Davis, Administrative Department (via teleconference)  
Greg O'Hair, Operations Department (via teleconference)  
Brandon Dimond, Operations Department (via teleconference)  
Paul Shouse, Maintenance Department (via teleconference)  
Tanner McGinnis, Maintenance Department (via teleconference)  
Zeb Snider, Maintenance Department (via teleconference)  
Anthony Salinas, Maintenance Department (via teleconference)  
Jesus Zarate, Maintenance Department (via teleconference)  
Dean Haines, Maintenance Department (via teleconference)  
Jaime Garcia, Maintenance Department (via teleconference)

Public Present: Steven Gortler, Public  
Mark Wasley, TSD  
Sarah Coolidge, Public  
Jane Davis, Public  
Pippin Mader, Public  
Patrick Baird, Public

II. Public Comment.

Mrs. Chavez advised the Board of Directors there were public comment letters received which have been forwarded to them for their consideration.

Ms. Jane Davis provided public comment regarding Agency legal fees as related to personnel matters.

Mr. Pippin Mader and Mr. Aaron Carlsson provided public comment regarding the renewal of the General Manager's employment agreement.

No action was taken by the Board.

III. Professional Achievements, Awards & Anniversaries

Mrs. Vicky Lufrano acknowledged Agency staff whom obtained professional achievements, awards, and anniversaries received for the previous calendar month to the Board of Directors.

Directors Cox and Lewis acknowledged Mr. Jim Redmond for his years of service with the Agency.

IV. Consent Agenda

1. Approval of the general fund warrants.
2. Approval of the financial statements.
3. Approval of Progress Pay Estimate No. 2 for the Furnishing Submersible Pump and Power Pack project.

**MOTION** by Director Wilkins **SECOND** by Director Lewis to approve the consent agenda; motion approved.

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

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

Motion passed.

V. Regular Agenda

1. Report from March 17, 2021 and March 25, 2021 closed session meetings.

Mr. Griffin stated there was no action to report from the February 17, 2021 and March 25, 2021 closed session meetings.

No action was taken by the Board.

2. Approval of the minutes of the regular Board meeting on March 17, 2021 and special Board meeting March 25, 2021.

Director Lewis directed staff to amend the February 17<sup>th</sup> Board Meeting minutes abstaining him from item V-2, and the March 17<sup>th</sup>, 2021 Board Meeting minutes amending the vote on item IV-4 as a motion by Director Lewis and a second by Director Tresan.

Mr. Pippin Mader provided public comment regarding the Board meeting minutes.

**MOTION** by Director Lewis **SECOND** by Director Tresan to approve the minutes of the regular Board meeting on March 17, 2021 and special Board meeting on March 25, 2021 with the requested amendments; motion approved.

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

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

Motion passed.

3. Approval of COVID-19 Supplemental Paid Sick Leave (SPSL) Policy.

**MOTION** by Director Lewis **SECOND** by Director Smelser to approve the COVID-19 Supplemental Paid Sick Leave (SPSL) Policy; motion approved.

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

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

Motion passed.

4. Approval of Resolution No. 5-2021 electing to adopt Public Agency Vesting for post-retirement health benefits under Section 22893 of the Public Employees' Medical and Hospital Care Act.

This item was tabled for a future Board of Directors meeting.

No action was taken by the Board.

5. Approval to solicit bids for the 2021 Lime System Improvements project.

**MOTION** by Director Lewis **SECOND** by Director Smelser for approval to solicit bids for the 2021 Lime System Improvements project; motion approved.

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

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

Motion passed.

6. Approval to award the Replacement of Exit Road Gate and Actuator project.

Mr. Pippin Mader provided public comment regarding the Replacement of the Exit Road Gate and Actuator project.

**MOTION** by Director Tresan **SECOND** by Director Wilkins to approve the award for the Replacement of Exit Road Gate and Actuator project to Awaxx Systems, Inc. in the amount of \$36,850; unanimously approved.

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

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

Motion passed.

7. Approval to issue a Request for Proposals for Audit Services.

**MOTION** by Director Wilkins **SECOND** by Director Lewis to approve a Request for Proposals for Audit Services; unanimously approved.

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

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

Motion passed.

8. Approval of the Agency Investment Policy.

**MOTION** by Director Tresan **SECOND** by Director Smelser to approve the Agency Investment Policy; unanimously approved.

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

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

Motion passed.

VI. Management Team Reports

1. Department 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.

Mr. Pallante provided an update on current and past projects for the maintenance department.

Mr. Parker provided an update on current and past projects for the engineering department.

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

Mr. Griffin provided an update on current and past projects for the administration department.

Public comment was received by Mr. Pippin Mader regarding department reports.

No action was taken by the Board.

2. General Manager Report

Mr. Griffin provided an update on the status of various ongoing projects, none of which required action by the Board.

No action was taken by the Board.

VII. Board of Directors Comment

Director Lewis stated that he recently had the opportunity to tour the office and was very impressed with the recent upgrades, and staff was doing a great job. He also mentioned he was looking forward to possibly returning to the new Board room in June for in person meetings with everyone.

Director Cox inquired on the Agency's ability to receive dialysis discharges into the sewer.

**MOTION** by Director Lewis **SECOND** by Director Smelser to end the meeting and move into Closed Session at 10:43 AM; unanimously approved.

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

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

Motion passed.

VIII. Closed Session

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 for public employee performance evaluation of the General Manager.
3. Closed session conference with Agency labor negotiator Richard Shanahan (Agency General Counsel), regarding the unrepresented employee in the General Manager position.

The meeting was reopened at 11:51 AM.

IX. Report from Closed Session

1. Report from Closed Session.

Mr. Richard P. Shanahan stated there was no action to report from closed session.

No action was taken by the Board.

2. Consider amendment of General Manager employment agreement.

**MOTION** by Director Wilkins **SECOND** by Director Smelser to approve Amendment No. 2 of the General Manager employment agreement; unanimously approved.

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

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

Motion passed.

X. Adjournment

There being no further business, the open session meeting was adjourned at 11:57 AM.

**MOTION** by Director Smelser **SECOND** by Director Wilkins to approve the adjournment of the Regular Board of Directors Meeting; unanimously approved.

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

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

Motion passed.



LaRue Griffin  
Secretary to the Board

Approved: 5/19/21