

TAHOE-TRUCKEE SANITATION AGENCY

A Public Agency
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TRUCKEE, CALIFORNIA 96161
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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

May 19, 2021

I. Call to Order:

This meeting was conducted via Zoom teleconferencing as described in the May 19, 2021 meeting agenda and the accompanying Guidelines for using Zoom for T-TSA May 19, 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)
Richard P. Shanahan, Agency Counsel (via teleconference)
Monna Radulovich, Agency Counsel (via teleconference)
Mike Smith, 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)
Jason Hays, Operations Department (via teleconference)

Public Present: Geoff Kischuk, Total Compensation Services, Inc.
Steven Gortler, Public
Sarah Coolidge, Public
Jane Davis, Public
Pippin Mader, Public
Josie Jarpur, Public
Crystal Sublet, Public

II. Public Comment.

Ms. Jane Davis provided public comment regarding past Agency ELAP violation. Mr. Pippin Mader provided public comment regarding past Agency violations, Special Districts, Board Director appointees, and requested action.

No action was taken by the Board.

III. Professional Achievements, Awards & Anniversaries

Mr. LaRue Griffin acknowledged Agency staff whom obtained professional anniversaries. He also introduced the new Lab Director, Mr. Jason Hays, to the Board of Directors, who welcomed him to 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. 1 for the 2020 Headworks Improvements project.

MOTION by Director Lewis **SECOND** by Director Smelser to approve the consent agenda; 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.

V. Regular Agenda

1. Approval of the minutes of the regular Board meeting on April 21, 2021.

MOTION by Director Wilkins **SECOND** by Director Lewis to approve the minutes of the regular Board meeting on April 21, 2021; 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.

2. Discussion of actuarial estimate of OPEB liability changes from adoption of California Government Code Section 22893.

Mr. Geoff Kischuk of Total Compensation Systems, Inc. provided an overview of the actuarial analysis between OPEB liability changes on the potential adoption of post-retirement health benefits under California Government Code Section 22893.

Staff will contact CalPERS and determine impacts to amending retiree health benefit options. Depending on the provided information, staff will return at a future Board meeting with more information or a resolution to amend the current retiree health benefit.

3. Approval to award bids for the procurement of hydrated lime, liquid oxygen, liquid sodium hydroxide, methanol, ferric chloride, and liquid chlorine.

MOTION by Director Lewis **SECOND** by Director Tresan to award the bids for the procurement of hydrated lime, liquid oxygen, liquid sodium hydroxide, methanol, ferric chloride, and liquid chlorine to the lowest responsive bidder as set forth in the staff recommendation; 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

4. Approval to award the 2021 Asphalt Sealing project.

MOTION by Director Lewis **SECOND** by Director Wilkins to award the 2021 Asphalt Sealing project to Blacktop Sealing & Striping, Inc. for \$97,500; unanimously approved.

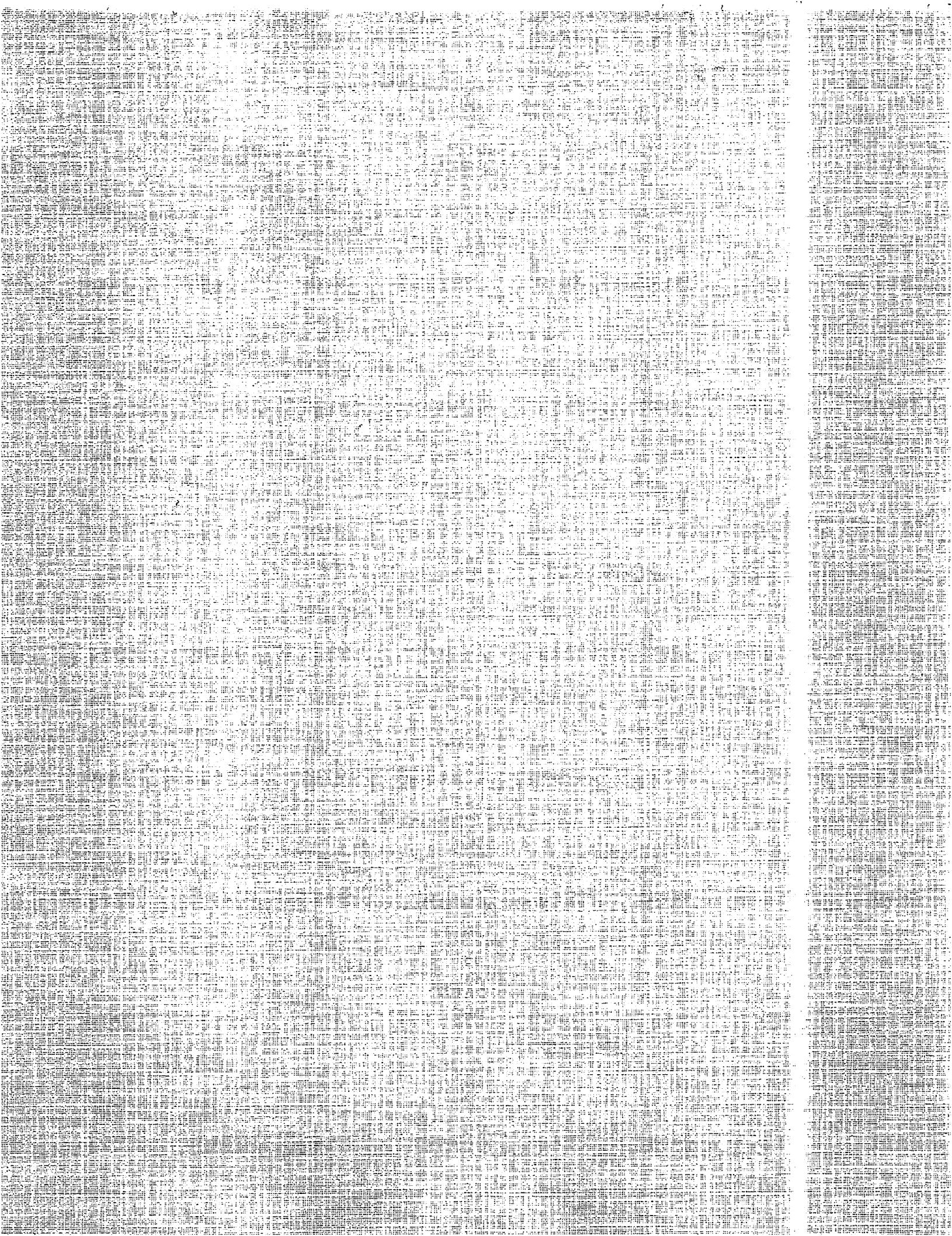
The Board approved the motion by the following roll call vote:

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

Motion passed.

5. Approval to solicit bids for the 2021 Digital Scanning of Sewer Lines project.

MOTION by Director Tresan **SECOND** by Director Smelser to solicit bids for the 2021 Digital Scanning of Sewer Lines project; 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.

6. Approval to issue a Request for Proposals for Pretreatment Program Review services.

MOTION by Director Wilkins **SECOND** by Director Lewis to issue a Request for Proposals for Pretreatment Program Review 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.

7. Approval to issue a Request For Proposals for SCADA and IT Master Planning services.

MOTION by Director Wilkins **SECOND** by Director Smelser to issue a Request For Proposals for SCADA and IT Master Planning 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. Presentation of CMMS and GIS software programs.

The Agency's Maintenance Manager, Mr. Richard Pallante provided a demonstration of the CentralSquare Asset Management Software Powered by Lucity. This software is a Computerized Maintenance Management Software (CMMS) utilized for tracking, repair, and maintenance of the Agency's assets.

The Agency's Engineering Manager, Jay Parker, provided a demonstration of the AIMS software. This software is a Geographic Information System (GIS) utilized to capture and analyze spatial and geographic data of the Agency's infrastructure and service areas.

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, and also announced his retirement.

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

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

There was no Board Director Comment.

No action was taken by the Board.

MOTION by Director Lewis **SECOND** by Director Wilkins to end the meeting and move into Closed Session at 11:52 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 conference with legal counsel for existing litigation (Government Code section 54956.9(d)(1)) – Fay v. Tahoe-Truckee Sanitation Agency.
3. Closed session for public employee performance evaluation of the General Manager.



LaRue Griffin
Secretary to the Board

Approved: 06/16/21