

# TAHOE-TRUCKEE SANITATION AGENCY



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

**Directors**  
*O.R. Butterfield*  
*Dale Cox*  
*S. Lane Lewis*  
*Jon Northrop*  
*Dan Wilkins*  
**General Manager**  
*LaRue Griffin*

## BOARD OF DIRECTORS REGULAR MEETING MINUTES

June 14, 2017

### I. CALL TO ORDER:

President Butterfield 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: O. R. Butterfield, TSD  
Dale Cox, SVPSD  
Dan Wilkins, TCPUD  
S. Lane Lewis, NTPUD  
Jon Northrop, ASCWD via telephone conference

Staff Present: LaRue Griffin, General Manager  
Roshelle Chavez, Administrative Services Manager  
Michael Peak, Operations Manager  
Jason Parker, Engineering Manager  
Jim Redmond, Maintenance Manager  
Richard P. Shanahan, Agency Counsel  
Jeff Claussen, Operations Department  
Nancy Chuba-Barker, Operations Department  
Aliou Dialo, Operations Department  
Laura Mader, Laboratory Department  
Bill Pindar, Laboratory Department  
Kristen Davis, Laboratory Department  
Kristen Schrandt, Laboratory Department  
Mark Heidelberger, Maintenance Department  
Robert Holmes, Maintenance Department  
Philip Fay, Maintenance Department  
Justin Parrish, Maintenance Department  
Anthony Salinas, Maintenance Department  
Jesus Zarate, Maintenance Department  
Richard Italiano, I&E Department

Dean Haines, I&E Department  
Ryan Schultz, I&E Department  
Michelle Mackey, Administration Department  
Emily Pindar, Administration Department  
Celeste Graves, Administration Department  
Dawn Davis, Administration Department  
Tom Rinne, Engineering Department  
Mike Smith, Engineering Department  
Kevin Woods, IT Department

Public Present: Rick Thompson, IBEW 1245  
Alex Pacheco, IBEW 1245  
Lon Peterson, Retired T-TSA Employee  
John Little, Member of the Public

## II. BUSINESS:

### 1. Public Comment

Agency staff, Mr. Tom Rinne, addressed the Board on behalf of himself and other employees who were not in favor of unionizing.

Retired Agency staff employee, Mr. Lon Peterson, addressed the Board and provided a summary of his employment history at T-TSA and petitioned the Board for what he believed were lost wages.

Public, Mr. John Little, addressed the Board and questioned the cost benefit of the union organization process for Agency constituents.

Agency staff, Mr. Michael Peak, addressed the Board on behalf of himself and other employees who supported Mr. Griffin's leadership and direction.

No action was taken by the Board.

### 2. Discussion concerning IBEW Local Union 1245 petition for recognition to represent Agency employees in labor negotiations, recognition process, determination of appropriate bargaining units and related matters

Mr. Rick Thompson with the IBEW addressed the Board and provided background on the organization effort. He informed the Board the card check recognition process has been completed and there is a majority of staff in support of unionization. He requested the Board recognize the IBEW as the representing bargaining unit and provide formal recognition.

Discussions followed from Directors Cox, Lewis and Wilkins about the card check process, staff's opportunity to vote and determination of bargaining units. Agency staff, Mr. Bill Pindar and Mrs. Emily Pindar, addressed the Board and provided further discussion on the card check process.

Agency staff, Ms. Michelle Mackey, addressed the Board and explained she and other staff members were not included in the card check process and some were deceived and informed the card check signing was for information purposes only and not a formal request for representation.

Further conversation among various staff and Mr. Thompson occurred about the proposed IBEW bargaining unit and the details for organization. There were various other statements for and against union representation. No action was taken by the Board.

3. Approval of the minutes of the regularly scheduled Board meeting on May 10, 2017

**MOTION** by Director Cox, **SECOND** by Director Lewis to approve the minutes of the regularly scheduled Board meeting on May 10, 2017; unanimously approved.

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

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

Motion passed.

4. Approval of General Fund Warrants

**MOTION** by Director Cox, **SECOND** by Director Lewis to approve the General Fund Warrants; unanimously approved.

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

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

Motion passed.

5. Receive and file financial statements, status of investments and Teichert mining report

Received and filed. No action was taken by the Board.

6. Approval of Resolution 02-2017 to establish policy concerning connection fees imposed on school district and community college district development projects

Discussion was held regarding the implementation of the resolution on new and existing schools.

**MOTION** by Director Lewis, **SECOND** by Director Cox for approval of Resolution 02-2017 to establish policy concerning connection fees imposed on school district and community college district development projects; unanimously approved.

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

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

Motion passed.

7. Approval of Resolution 03-2017 to revise the Wastewater Capital Reserve Fund budget and make related findings

**MOTION** by Director Lewis, **SECOND** by Director Wilkins for approval of Resolution 03-2017 to revise the Wastewater Capital Reserve Fund budget and make related findings.

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

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

Motion passed.

8. Approval of Upgrade & Rehabilitation Fund budget

**MOTION** by Director Lewis, **SECOND** by Director Northrop for approval of Upgrade & Rehabilitation Fund budget.

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

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

Motion passed.

9. Approval of Annual Operating budget for fiscal year 2017-2018

**MOTION** by Director Lewis, **SECOND** by Director Northrop for approval of Annual Operating budget for fiscal year 2017-2018.

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

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

Motion passed.

10. Approval of License Agreement with the Truckee River Watershed Council

**MOTION** by Director Lewis, **SECOND** by Director Wilkins for approval of License Agreement with the Truckee River Watershed Council.

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

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

Motion passed.

11. Approval to award and enter into contracts for Sodium Hydroxide, Hydrated Lime, Liquid Chlorine, Liquid Oxygen and Methanol purchases

**MOTION** by Director Lewis, **SECOND** by Director Cox for approval to award and enter into contracts for Sodium Hydroxide, Hydrated Lime, Liquid Chlorine, Liquid Oxygen and Methanol purchases.

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

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

Motion passed.

12. Approval of Construction Change Order No.1 for the 2016 Chemical Piping CIPP project

Mr. Griffin informed the Board the change order does not include a cost change but rather change the completion date to June 6, 2017.

**MOTION** by Director Lewis, **SECOND** by Director Cox for approval of Construction Change Order No.1 for the 2016 Chemical Piping CIPP project.

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

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

Motion passed.

13. Approval of Progress Pay Estimate No. 2 for the 2016 Chemical Piping CIPP project

**MOTION** by Director Lewis, **SECOND** by Director Wilkins for approval of Progress Pay Estimate No. 2 for the 2016 Chemical Piping CIPP project in the amount of \$56,729.25.

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

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

Motion passed.

14. Approval of Construction Change Order No. 2 for the Truckee River Interceptor (TRI) MH 81 to MH 83 Improvements project

Discussion was held regarding the current groundwater elevations, river elevations and future scheduling.

**MOTION** by Director Lewis, **SECOND** by Director Cox for approval of Construction Change Order No. 2 for the Truckee River Interceptor (TRI) MH 81 to MH 83 Improvements project.

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

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

Motion passed.

15. Approval to solicit bids for 2017 Asphalt Sealing project

**MOTION** by Director Lewis, **SECOND** by Director Cox for approval to solicit bids for 2017 Asphalt Sealing project.

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

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

Motion passed.

16. Discussion of State Route 89/Fanny Bridge Community Revitalization Project Related TRI Relocation Agreement

Discussion was held regarding the project update and potential amendment to the Agency TRI sewer at the Caltrans yard. The Central Federal Lands Highway Division will determine if the scope of work to replace the sewer is appropriate pending their review of the potential change order and cost savings. No action was taken by the Board.

17. Approval of Agency staff Table of Organization and revised Salary Schedule

Mr. Griffin informed the Board the Salary Schedule had been updated to reflect positions and salaries for fiscal year 2017-2018 and the salaries had been increased to reflect a cost-of-living adjustment (COLA) of +3.0% per the CPI California index. Mr. Griffin stated he would revise the Table of Organization to add the I/E Technician position as it was inadvertently omitted.

**MOTION** by Director Lewis, **SECOND** by Director Cox for approval of Agency staff Table of Organization and revised Salary Schedule.

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

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

Motion passed.

18. Discussion of the Sewer Master Plan and Sewer Service Charge Study

Mr. Griffin and staff discussed the Sewer Master Plan and Service Charge Study. No action was taken by the Board.

19. Operations, Maintenance, Engineering and IT Reports

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

Mr. Peak reported that the all waste discharge requirements were met for the month of May and provided an update on current and past projects for the operations department.

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

No action was taken by the Board.

20. General Manager Report

Mr. Griffin provided a brief update on the status of various ongoing projects. No action was taken by the Board.

21. Comments from the Board of Directors – Reports, Announcements and Questions for clarification only

None.

22. Closed Session

The Board went into closed session with legal counsel and Mr. Griffin at 11:20 AM pursuant to Government Code Section 54956.8 for a 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; and pursuant to Government Code section 54956.9(d)(1) regarding existing adjudicatory administrative proceeding, IBEW Local 1245 v. Agency (Public Employee Relations Board Case No. SA-RR-1172-M).

The meeting was reopened at 11:48 AM. Nothing to report from closed session.

III. ADJOURNMENT:

There being no further business, the meeting adjourned at 11:48 AM.



LaRue Griffin  
Secretary to the Board

Approved:           9/13/17