

TAHOE-TRUCKEE SANITATION AGENCY



A Public Agency
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Directors
Dale Cox: President
Dan Wilkins: Vice President
Jon Northrop
Blake Tresan
S. Lane Lewis
General Manager
LaRue Griffin

BOARD OF DIRECTORS REGULAR MEETING MINUTES

June 17, 2020

I. Call to Order:

This meeting was conducted via GoToMeeting teleconferencing as described in the June 17, 2020 meeting agenda and the accompanying Guidelines for Using GoToMeeting for T-TSA June 17 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, SVPSD (via teleconference)
Dan Wilkins, TCPUD (via teleconference)
S. Lane Lewis, NTPUD (via teleconference)
Jon Northrop, ASCWD (via teleconference)
Blake Tresan, TSD (via teleconference)

Staff Present: LaRue Griffin, General Manager (via teleconference)
Roshelle Chavez, Administrative Manager (via teleconference)
Jay Parker, Engineering Manager (via teleconference)
Michael Peak, Operations Manager (via teleconference)
Richard Pallante, Maintenance Manager (via teleconference)
Robert Gray, Information and Technology Manager (via teleconference)
Vicky Lufrano, Human Resources Administrator (via teleconference)
Richard P. Shanahan, Agency Counsel (via teleconference)

Public Present: Sarah Coolidge, Public

II. Public Comment.

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

III. Consent Agenda

1. Approval of the minutes of the regular Board meeting on May 20, 2020.
2. Approval of general fund warrants.
3. Approval of financial statements.

4. Approval of Progress Pay Estimate No. 2 for the 2019 Roof Repair project.
5. Approval of Progress Pay Estimate No. 2 for the 2020 Plant Painting project.

MOTION by Director Northrop **SECOND** by Director Wilkins to approve the Consent Agenda items; unanimously approved.

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

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

Motion passed.

IV. Regular Agenda

1. Approval of organizational chart.

MOTION by Director Lewis **SECOND** by Director Northrop to approve the organizational chart; unanimously approved.

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

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

Motion passed.

2. Approval of the cost of living adjustment and salary schedule for fiscal year 2020-2021.

MOTION by Director Tresan **SECOND** by Director Wilkins to approve the cost of living adjustment and salary schedule for fiscal year 2020-2021; unanimously approved.

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

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

Motion passed.

3. Approval of Damore, Hamric & Schneider, Inc. letters of engagement for the annual financial audit of fiscal year 2019-2020.

MOTION by Director Wilkins **SECOND** by Director Northrop to approve the Damore, Hamric & Schneider, Inc. letters of engagement for the annual financial audit of fiscal year 2019-2020; motion approved.

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

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

Motion passed.

4. Approval of the Annual Budget for fiscal year 2020-2021.

MOTION by Director Northrop **SECOND** by Director Tresan to approve the Annual Budget for fiscal year 2020-2021 with a substitution of updated Table 21; unanimously approved.

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

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

Motion passed.

5. Approval of Resolution 3-2020 to revise the wastewater capital reserve fund budget and making related findings.

MOTION by Director Lewis **SECOND** by Director Northrop to approve Resolution 3-2020 to revise the wastewater capital reserve fund budget and making related findings; unanimously approved.

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

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

Motion passed.

6. Approval of Resolution 4-2020 to establish appropriations limits for fiscal year 2020-2021.

MOTION by Director Wilkins **SECOND** by Director Lewis to approve Resolution 4-2020 to establish appropriations limits for fiscal year 2020-2021; unanimously approved.

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

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

Motion passed.

7. Approval of Resolution 5-2020 extinguishing the SRF loan reserve fund and transferring money to the rate stabilization fund.

MOTION by Director Wilkins **SECOND** by Director Lewis to approve Resolution 5-2020 extinguishing the SRF loan reserve fund and transferring money to the rate stabilization fund; unanimously approved.

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

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

Motion passed.

8. Approval of additional discretionary payment for the Agency unfunded accrued liability.

Mrs. Roshelle Chavez informed the Board of Directors the Agency could decrease its CalPERS unfunded accrued liability (UAL) by providing an additional discretionary payment of approximately \$2.6M, based on a 5-year amortization schedule.

After further discussion, direction was given by the Board to move forward with the additional discretionary payment to the Agency UAL in the amount of \$1,315,000 after 7/1/2020 and return at a future meeting with information on investing monies in the California Employers' Pension Prefunding Trust.

MOTION by Director Lewis **SECOND** by Director Northrop to approve an additional discretionary payment to the Agency unfunded accrued liability in the amount of \$1,315,000 after 7/1/2020; unanimously approved.

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

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

Motion passed.

9. Resolution 6-2020 establishing temporary commercial sewer rate relief program in response to COVID-19 pandemic and related economic impacts.

Director Lewis abstained from participating in this item due to a conflict of interest regarding ownership of commercial property in the Agency.

MOTION by Director Wilkins **SECOND** by Director Northrop to approve Resolution 6-2020 establishing temporary commercial sewer rate relief program in response to COVID-19 pandemic and related economic impacts.

The motion failed based on the following roll call vote:

AYES: Directors Wilkins and Northrop (1.5 votes).
NOES: President Cox and Director Tresan (1.5 votes).
ABSENT: None.
ABSTAIN: Director Lewis (for conflict of interest)

Motion failed.

10. Approval of negotiated contract for the procurement of liquid oxygen.

MOTION by Director Lewis **SECOND** by Director Wilkins to approve the negotiated contract for the procurement of liquid oxygen; unanimously approved.

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

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

Motion was approved.

11. Approval of change order no. 1 for rebuild of Centrisys CS21-4 rotating assembly and Viscotherm hydraulic back drive.

MOTION by Director Lewis **SECOND** by Director Northrop to approve change order no. 1 for the rebuild of Centrisys CS21-4 rotating assembly and Viscotherm hydraulic back drive; unanimously approved.

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

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

Motion was approved.

12. Approval of change order no. 2 for the 2019 Roof Repair project

MOTION by Director Wilkins **SECOND** by Director Lewis to approve change order no. 2 for the 2019 Roof Repair project; unanimously approved.

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

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

Motion was approved.

13. Approval to advertise for the 2020 Administration Building Remodel project.

MOTION by Director Northrop **SECOND** by Director Tresan to approve to advertise for the 2020; unanimously approved.

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

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

Motion was approved.

14. Discussion of solar power project.

Mr. Jay Parker provided the Board of Directors with a summary of principal findings from new feasibility analyses received from two major solar power vendors, REC Solar and EDF Renewables. After further discussion, the Board of Directors directed staff to return with more information on solar panels and potential impacts to the local power utility district.

V. 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 project for the engineering department.

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

Mrs. Chavez 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.

VI. Board of Director Comment

Directors Lewis and Northrop stated their appreciation for staff efforts on the annual budget as it was a large undertaking and an improvement from past budgets.

Director Tresan asked if staff received any public response to the recent article in Moonshine Ink. Mrs. Chavez and Mr. Griffin both stated they had not received and comments from the public.

Director Cox requested staff contact the landscape contractor and improve their services.

VII. ADJOURNMENT

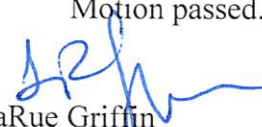
MOTION by Director Lewis **SECOND** by Director Northrop to adjourn the open session of the meeting; unanimously approved.

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

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

There being no further business, the meeting was adjourned at 11:50 AM.

Motion passed.


LaRue Griffin
Secretary to the Board

Approved: 07/15/20