

TAHOE-TRUCKEE SANITATION AGENCY



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

BOARD OF DIRECTORS REGULAR MEETING MINUTES

Directors

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

July 11, 2018

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 via teleconference
Jon Northrop, ASCWD
Dan Wilkins, TCPUD
Blake Tresan, TSD

Staff Present: LaRue Griffin, General Manager
Roshelle Chavez, Administrative Services Manager
Michael Peak, Operations Manager
Jay Parker, Engineering Manager via teleconference
Vicky Lufrano, Human Resources Administrator
Richard P. Shanahan, Agency Counsel
Emily Pindar, Administration Department
Celeste Graves, Administration Department
Aaron Carlsson, Engineering Department
Scott Fleming, Engineering Department
Mike Smith, Engineering Department
Laura Mader, Laboratory Department
Philip Fay, Maintenance Department
Jim Redmond, Maintenance Department
Robert Holmes, Maintenance Department
Justin Parrish, Maintenance Department
Anthony Salinas, Maintenance Department
Tobin Fuchs, Maintenance Department
Greg O'Hair, Operations Department
Tyler Penn, Operations Department

Public Present: Becky Wood, A. Teichert & Son, Inc.
Dana Davis, A. Teichert & Son, Inc.
Michael Smith, A. Teichert & Son, Inc.
Paul Mercurio, A. Teichert & Son, Inc.
Tom Herschbach, A. Teichert & Son, Inc.
Walter Auerbach, Auerbach Engineering
Ryan McShane, Gertrude Holdings/Hotel Avery
Jack Grunsky, Gertrude Holdings/Hotel Avery

I. Public Comment

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

II. Introduction of New Agency Staff

Mrs. Lufrano introduced a new full-time staff member to the Board of Directors and informed them of their role and duties within the Agency.

III. Professional Achievements & Awards

Mrs. Lufrano acknowledged Agency staff that obtained professional achievements and awards for the previous calendar month to the Board of Directors.

Most of the Agency employees left the meeting following the acknowledgement.

IV. Consent Agenda

1. Approval of the minutes of the regularly scheduled Board meeting on June 13, 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, Tresan and President Lewis
NOES:	None
ABSENT:	None
ABSTAIN:	None

Motion passed.

V. Regular Agenda

1. Discussion of A. Teichert & Son, Inc. operations.

Mr. Tom Herschbach of A. Teichert & Son, Inc. addressed the Board of Directors and provided a presentation of the history of A. Teichert & Son and asked the Board of Directors to consider potential leasing of additional Agency owned properties for expansion of their mining operations. Further discussion occurred between the Board of Directors and other representatives of A. Teichert & Son, Inc. on proposed mining locations and operations.

The Board of Directors directed Mr. Griffin to obtain further information on existing Agency facilities within the proposed mining locations.

No action was taken by the Board.

2. Discussion of the Avery Hotel development.

Mr. Jackson Gransky and Mr. Ryan McShane of Gertrude Holdings, owners of the Avery Hotel property, and Mr. Walter Auerbach of Auerbach Engineering addressed the Board of Directors and provided information on the current Avery Hotel development. There was discussion on the proposed TRI realignment and past fees and costs incurred by the Agency when the original Avery Hotel project was initiated and preliminarily processed by the Agency and its staff and consultants.

Mr. Grunsky and Mr. McShane agreed to compensate the Agency in the amount of \$23,850 (which is the portion attributable to outside engineering and legal services) for Agency past incurred costs associated with the original Avery Hotel project as those services will apply to and benefit the current Avery Hotel development.

The General Manager indicated that Agency staff would proceed to work on a TRI relocation and cost funding agreement for the Avery Hotel project and that the agreement would incorporate payment of this sum to resolve the outstanding obligation. No action was taken by the Board.

3. Appeal of charges for APN P112-300-28-00.

The Board of Directors heard and discussed the customer appeal for relief of compound interest and penalties on past unpaid sewer service charges concerning Mr. Ray Roberts, owner of the property on APN 112-300-28-00.

MOTION by Director Tresan, **SECOND** by Director Northrop to reduce compound interest and penalties to amend the current balance due to \$5,033.40, provided Mr. Ray Roberts submit payment in full within 60 days, and that if the adjusted balance is not paid in full by such deadline, the past due balance will revert to the former amount of \$12,600.50.

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

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

Motion passed.

4. Public hearing for public comment related to the Board's consideration of adopting a resolution of the Board to adopt a report on delinquent charges and authorizing their collection on the tax roll.

President Lewis opened the public hearing at 10:39 AM. No comments were received from the public and the public hearing was closed at 10:39 AM.

5. Approval of Resolution 2-2018 to adopt a report on delinquent charges and authorize their collection on the tax roll.
6. Approval of Resolution 3-2018 to request collection of delinquent sewer service charges on the Placer County tax roll.
7. Approval of Resolution 4-2018 to reference the standard form tax collection services contract with the County of Nevada.
8. Approval to submit certifications for collection of delinquent charges on the El Dorado County tax roll.

MOTION by Director Northrop, **SECOND** by Director Tresan to approve (1) Resolution 2-2018 to adopt a report on delinquent charges and authorize their collection on the tax roll, (2) Resolution 3-2018 to request collection of delinquent sewer service charges on the Placer County tax roll, (3) Resolution 4-2018 to approve the standard form tax collection services contract with the County of Nevada, and (4) the submittal of certifications for collection of delinquent charges on the El Dorado County tax roll; unanimously approved.

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

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

Motion passed.

9. Approval of Resolution 5-2018 to establish appropriations limits for fiscal year 2018-2019.

MOTION by Director Northrop, **SECOND** by Director Tresan to approve Resolution 5-2018 to establish appropriations limits for fiscal year 2018-2019; unanimously approved.

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

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

Motion passed.

10. Approval of contract modification no. 1 for the 2018 Clarifier Painting project.

MOTION by Director Tresan, **SECOND** by Director Northrop to approve contract modification no. 1 for the 2018 Clarifier Painting project; unanimously approved.

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

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

Motion passed.

11. Approval of progress pay estimate no. 1 for the 2018 Clarifier Painting project.

MOTION by Director Tresan, **SECOND** by Director Wilkins to approve progress pay estimate no. 1 for the 2018 Clarifier Painting project; unanimously approved.

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

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

Motion passed.

12. Approval to award bid for the Digital Scanning of Sewer Lines project.

MOTION by Director Northrop, **SECOND** by Director Wilkins to award the bid to Hoffman Southwest Corp., dba Professional Pipe Services (Pro-Pipe), for the Digital Scanning of Sewer Lines project in the amount of \$140,625; unanimously approved.

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

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

Motion passed.

13. Approval to reject all bids and direct that an open market or internet purchase be made for a laboratory water purification system.

MOTION by Director Wilkins, **SECOND** by Director Northrop to reject all bids and direct an open market or internet purchase be made for a laboratory water purification system; unanimously approved.

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

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

Motion passed.

14. Approval of Ordinance 2-2018 to authorize the General Manager to approve short-term license agreements.

MOTION by Director Northrop, **SECOND** by Director Wilkins to approve Ordinance 2-2018 to authorize the General Manager to approve short-term license agreements; unanimously approved.

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

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

Motion passed.

15. Approval of Organizational Chart and Salary Schedule for fiscal year 2018-2019.

MOTION by Director Northrop, **SECOND** by Director Wilkins to approve the Organizational Chart and Salary Schedule for fiscal year 2018-2019; unanimously approved.

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

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

Motion passed.

16. Discussion of budget expenditure organization.

Mr. Griffin provided an expenditure format overview of the previously approved annual budget for fiscal year 2018-2019 and requested that the directors indicate a preferred format for future budgets. The Board of Directors by consensus directed that expenditures be organized and allocated by department.

VI. Management Team Report

1. Department 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.

Mr. Carlsson provided an update on current and past projects for the engineering 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 a brief update on the status of various ongoing projects.

No action was taken by the Board.

VII. Board of Director Comment

Director Cox inquired on the collection process of uncollected funds sent to the county tax rolls.

No action was taken by the Board.

VIII. Closed Session

The Board went into closed session with legal counsel and Mr. Griffin at 11:16 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 11:45 AM. Nothing to report from closed session.

IX. ADJOURNMENT:

There being no further business, the meeting adjourned at 11:45 AM.



LaRue Griffin
Secretary to the Board

Approved: 8/16/18