

TAHOE-TRUCKEE SANITATION AGENCY

A Public Agency
13720 Butterfield Drive
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

July 21, 2021

I. Call to Order:

This meeting was conducted via Zoom teleconferencing as described in the July 21, 2021, meeting agenda and the accompanying Guidelines for using Zoom for T-TSA July 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)
Vicky Lufrano, Human Resources, Administrator (via teleconference)
Crystal Sublet, Finance & Administrative Manager (via teleconference)
Michael Peak, Operations Manager (via teleconference)
Jay Parker, Engineering Manager (via teleconference)
Richard Pallante, Maintenance 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)
Troy Kilgore, Operations Department (via teleconference)
William Martin, Operations Department (via teleconference)
Jason Hays, Operations Department (via teleconference)
Paul Shouse, Maintenance Department (via teleconference)
Tanner McGinnis, Maintenance Department (via teleconference)
Dean Haines, Maintenance Department (via teleconference)
Ryan Schultz, Maintenance Department (via teleconference)
Jaime Garcia, Maintenance Department (via teleconference)
Luke Swann, Information Technology Department (via teleconference)

Public Present: Sarah Coolidge, Public
Steven Gortler, Public
Jane Davis, Public
Pippin Mader, Public
Josie Jarpur, Public

II. Public Comment.

Mr. Pippin Mader provided public comment regarding historic lab data and personnel matters.

III. Professional Achievements, Awards & Anniversaries.

Mrs. Vicky Lufrano acknowledged Agency staff whom obtained professional anniversaries, as well as staff whom received 2nd Quarter Safety Awards. She also informed the Board of Directors of Mrs. Soraya Morz, the new CMMS/GIS Technician.

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 2021 Chiller Replacement project.
4. Approval of Progress Pay Estimate No. 2 for the 2021 Plant Painting project.
5. Approval of Progress Pay Estimate No. 3 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. Report from June 16, 2021 closed session meeting.

Mr. LaRue Griffin stated there was nothing to report from the June 16, 2021 closed session meeting.

No action was taken by the Board.

2. Approval of the minutes of the regular Board meeting on June 16, 2021.

MOTION by Director Smelser **SECOND** by Director Lewis to approve the minutes of the regular Board meeting on June 16, 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

3. 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 Cox opened the public hearing. There was no public comment. President Cox closed the public hearing.

No action was taken by the Board.

4. Approval of Resolution No. 13-2021 to adopt a report on delinquent charges and authorize their collection on the tax roll.

5. Approval of Resolution No. 14-2021 to request collection of delinquent sewer service charges on the Placer County tax roll.

6. Approval of Resolution No. 15-2021 to reference the standard form tax collection services contract with the County of Nevada.

MOTION by Director Lewis **SECOND** by Director Tresan to approve Agenda items 4-6 approving Resolutions No. 13-2021, No. 14-2021, and No. 15-2021; 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

7. Approval of Resolution No. 16-2021 amending Resolution No. 12-2020 concerning employee retirement health benefit changes.

MOTION by Director Tresan **SECOND** by Director Lewis to approve Resolution No. 16-2021 amending Resolution No. 12-2020 concerning employee retirement health benefit changes; 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 Annual Budget for fiscal year 2021-2022.

MOTION by Director Smelser **SECOND** by Director Wilkins to approve the Annual Budget for fiscal year 2021-2022; 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.

9. Approval of Resolution No. 9-2021 to revise the Wastewater Capital Reserve Fund budget and making related findings.

MOTION by Director Tresan **SECOND** by Director Lewis to approve Resolution No. 9-2021 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, Smelser, Tresan, Lewis and President Cox.
NOES: None
ABSENT: None
ABSTAIN: None

Motion passed.

10. Approval to award the Audit Services.

MOTION by Director Lewis **SECOND** by Director Tresan to award Audit Services to Davis Farr for the three-year contractual sum of \$96,403.; 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.

11. Approval of Logically IT Services Agreement.

MOTION by Director Lewis **SECOND** by Director Wilkins to award the Logically IT Services Agreement with a not to exceed amount of \$130,000.; 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.

12. Approval to award the 2021 Digital Scanning of Sewer Lines project.

MOTION by Director Lewis **SECOND** by Director Smelser to award the 2021 Digital Scanning of Sewer Lines project to Pro-Pipe, Inc in the amount of \$4.56 per lineal foot.; 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.

13. Discussion on returning to in-person Board of Director meetings.

Mr. Griffin requested direction from the Board of Directors as to when they would like to transition back to in-person Board meetings. Director Wilkins stated that he would not be available for the next meeting on August 18th but would be available for all following meetings.

Director Tresan agreed to in person meetings pending any potential mask mandates.

Director Smelser stated that Alpine Springs County Water District holds hybrid meetings with the Board present and the public via teleconference. He would recommend that format unless any mask mandates should change requirements.

Director Cox stated that he is satisfied with the platform we are currently using. Director Lewis stated that Director Wilkins could still attend via telephone if teleconferencing was not an option for him.

Direction was given to return to in person meetings for the next Regular Board meeting on August 18, 2021.

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.

Mrs. Sublet 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.

Mr. Phippen Mader provided public comment regarding the Operations department report.

No action was taken by the Board.

VII. Board of Directors Comment

Director Lewis commended staff on the update on the employee retirement health benefit changes as well as the new vendor for Audit Services. He was pleased to have a new set of eyes on our audits after thirty-years.

No action was taken by the Board.

The Board went into closed session with legal counsel and Mr. Griffin at 10:55 AM.

VIII. Closed Session

1. Closed session conference with legal counsel regarding existing adjudicatory administrative proceedings, Fay v. Tahoe-Truckee Sanitation Agency (Public Employee Relations Board Case No. SA-CE-1090-M) under Government Code section 54956.9(d)(1).
2. Closed session for public employee performance evaluation of the General Manager.

IX. Adjournment

There being no further business, the meeting was adjourned at 11:49 AM.



LaRue Griffin
Secretary to the Board

Approved: 08/18/21