

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF  
SIERRA LAKES COUNTY WATER DISTRICT**

**Date:** Friday August 9, 2019 / **Time:** 6:00 p.m. / **Place:** 7305 Short Road, Serene Lakes, CA

**I. Open Meeting:**

Roll Call: Directors in attendance at the Sierra Lakes Boardroom were:

Director Dan Stockton  
Director Karen Heald  
Director Richard Simpson  
Director Bob McCormick

The meeting was teleconferenced pursuant to Government Code Section 54953 to allow attendance by Director Michael Lindquist from 716 K St., Davis, CA. 95616.

Staff members present: Paul Schultz, General Manager  
Anna Nickerson, Financial Consultant

Staff present by phone: Jeffrey Mitchell District Counsel

Guests present: None

Minute Recorder: Anna Nickerson, Financial Consultant

**II. Public Forum:** An opportunity for members of the public to address the Board on items that were not on the agenda. There were no comments.

**III. Approve Agenda:** The agenda was presented to the Board for approval.

**A motion was made by Director Heald and seconded by Director Simpson to approve the agenda.** The motion passed by a roll call vote. Ayes: Directors Stockton, Heald, Simpson, McCormick and Lindquist. Noes: none. Abstentions: none. Absent: none.

**IV. Public Comments:** An opportunity for the Board to consider comments received from the public after the agenda was posted, regarding items on the agenda. Mrs. Nickerson reported that there were no comments received after the agenda was posted.

**V. Operations:** Mr. Schultz's operations report was presented to the Board for consideration and possible action. Mr. Schultz reported:

- Donner Summit PUD switched over to spray irrigation of effluent onto the ski hill as required by their discharge permit.
- Donner Summit PUD was unable to complete the repairs on the sludge tank due to the amount of sludge.
- Donner Summit PUD exceeded their limit for magnesium in June. The violation will likely result in a fine that the District will be partially responsible for. The fine was estimated to be about \$3,000.

- Donner Summit PUD was setting up energy audits with PG&E to try to reduce the overall energy consumption.
- Docks and piers audit was completed and letters to out of compliance homeowners would be going out in a couple weeks.
- Staff identified a couple tree hazards. Staff also met with Diane Scanlon, SLPOA President, regarding a couple trees on District property which were marked for removal. Mr. Schultz said he had had several more requests to look at trees for removal. He would meet with the homeowners and assured the Board that he would only approve the removal of trees that were hazardous; he would not authorize the removal of trees to provide a better view.
- The District's pick-up truck, that had several safety issues, had been fixed. He said the truck might be replaced in Fiscal Year 2020/2021. However, a replacement truck might not be necessary if the Gator, a vehicle that could be used for meter readings and as a light duty truck, was purchased. The purchase of a Gator was included in the current budget.
- The lighting upgrades in the filter plant was just about complete. Included in the installation of the new lighting was the correction of several code violations.
- The lake was no longer running over the spillway and because the District was only allowed to store water for 20 days, staff would begin releasing water from below starting the week of August 12, 2019.
- Subsequent to the Average Daily Water Flows report, DSPUD reported the Sierra Lakes' share of the water flow 38.8%, which was in line with previous months.
- Staff performed well and line cleanings, inspections and repairs. Staff continued to look for I&I.
- Ground water samples were collected for the AC pipe erosion problem and the lab reports were still pending. Based on a conversation with the lab technician, it appears that most of the problem areas have previously been identified.
- A small spill occurred during routine servicing of an air release valve. The spill was cleaned up and nothing reached any watercourse. The spill was below any action level, but would be reported to the State as appropriate.
- Locations for the next 100 AMR installations were identified. The meters would be ordered in the next week or so. Instead of random placement, the new AMRs will be used to fill in existing coverage in selected neighborhoods.
- The lake water temperature increased to about ten degree centigrade allowing for the addition of the static mixer.
- The contract was signed with Woodard & Curran for the Lake Intake Study and the kick off meeting was scheduled for August 15, 2019.
- Placer County's chipper truck damaged the passenger door of the Gapvac. Repairs were being done. Director Heald confirmed that the District's insurance will obtain indemnity from Placer County's insurance.
- A new transducer for the tank, to replace the one that failed, was expected to arrive on Monday.
- Alpine lock would be rekeying all the doors. New keys will be distributed and tracked.

## **VI. Consent Items Calendar:**

The Consent Items Calendar was presented to the Board for action. The Consent Items Calendar included the minutes from the July 12, 2019 Regular Meeting; July 2019 Check Register;

Disbursements for Board Approval; and financial reports for the month ending July 31, 2019. Director Simpson asked about the returned payment and Mrs. Nickerson confirmed that a replacement payment was received. Director Simpson asked if Mr. Shultz anticipated a decrease in the number of billed hours after he gets up to speed. Mr. Shultz anticipated that he would spend an average of 40 hrs/week through August, less in September and even less during November, December and January.

**A motion was made by Director Heald and seconded by Director Simpson to approve the agenda.** The motion passed by a roll call vote. Ayes: Directors Stockton, Heald, Simpson, McCormick and Lindquist. Noes: none. Abstentions: none. Absent: none.

## **VII. New Business:**

A. A request to change the previously approved purchase of new personal gas monitoring equipment to a four year contract to help smooth out costs and provide for improved health and safety, equipment readiness, maintenance, calibration, replacement and repair, was presented by Paul Schultz, General Manager, for consideration and possible action. Mr. Shultz said, even though the cost of a monthly agreement was more than a purchase, he felt it would be safer for the employees. He proposed to use the service for two years with a re-evaluation at the end. Mr. Shultz also felt it would give staff time to be trained to properly calibrate and service the equipment. Director Lindquist asked if the equipment could be shared with Donner Summit PUD. Director Heald felt that calibration issues could be handled by staff, making the increased cost unjustified.

**A motion was made by Director Simpson and seconded by Director McCormick to change the previously approved purchase of the personal gas monitoring equipment to a two year contract for a lease agreement.** The motion passed by a roll call vote. Ayes: Directors Stockton, Simpson, McCormick and Lindquist. Noes: Director Heald. Abstentions: none. Absent: none.

B. Robert W. Johnson's 2018/2019 Audit Engagement Letter, dated 7/2/19, was presented to the Board for review and possible action.

**A motion was made by Director Simpson and seconded by Director Heald to authorize Vice President Stockton to sign the Engagement Letter for the audit.** The motion passed by a roll call vote. Ayes: Directors Stockton, Heald, Simpson, McCormick and Lindquist. Noes: none. Abstentions: none. Absent: none.

**VIII. Old Business:** There was none.

## **IX. Administration:**

A. A list of Follow-up Items from the July 12, 2019, Board meeting was presented to the Board for consideration and possible action. Paul Schultz sent Director Heald a copy of Placer County's policy regarding the inspection of water/sewer laterals as requested.

B. The Status of Action Items remaining as of the August 2019 Board meeting was presented to the Board for consideration and possible action. It was noted that Mrs. Nickerson was 99% complete with the Office Procedures Manual awaiting review by Director Simpson who

previously agreed to look it over. It was noted that the insurance review was 90% completed and that a meeting with an ACWA/JPIA representative was scheduled for August 29, 2019. Paul Schultz and Jeffrey Mitchell would review the District's insurance status and provide the ACWA/JPIA representative with a list of questions prior to the August 29, 2019 meeting.

**X. Adjournment**

**A motion was made by Director Heald and seconded by Director Simpson to adjourn the meeting.** The motion passed by a roll call vote. Ayes: Directors Stockton, Heald, Simpson, McCormick and Lindquist. Noes: none. Abstentions: none. Absent: none.

The minutes were approved at the Regular Meeting held on September 13, 2019, as part of the Consent Items Calendar. A motion was made by Director Heald and seconded by Director Simpson to approve the Consent Items Calendar. The motion passed by a rollcall vote: Ayes: Directors Lindquist, Heald, Simpson and McCormick. Noes: None. Abstentions: None. Absent: Director Stockton.