

**REGULAR MEETING MINUTES**  
**May 16, 2018**

**1. CALL TO ORDER** The meeting of the Board of Directors of the Truckee Donner Public Utility District was called to order at 6:00 p.m. in the TDPUD Boardroom by President Laliotis.

**2. ROLL CALL** Directors: Joe Aguera, Jeff Bender, Bob Ellis, and Vice President Paul Warmerdam, and President Tony Laliotis.

**EMPLOYEES PRESENT:** Regina Wise, Steve Hollabaugh, Joe Horvath, Ian Fitzgerald, Steven Poncelet, Kim Harris, Lisa Hall, Brian Wright, Kathy Neus, Michael Holley, and Shanna Kuhlemier.

**CONSULTANTS PRESENT** – Steve Gross, District Counsel

**OTHERS PRESENT** – Susan Camara and Nancy Rablin

**3. PLEDGE OF ALLEGIANCE**

Director Bender led the Pledge of Allegiance.

**4. CHANGES TO THE AGENDA** – none.

**5. PUBLIC INPUT**

President Laliotis called for public comment.

President Laliotis closed public comment.

**6. DIRECTOR UPDATE** – none

**PUBLIC HEARING**

**7. Conduct a Public Hearing Related to Amending Electric Connection Fees and Consideration of Adopting Ordinance 2018-01 Amending Electric Connection Fees.**

1) Conduct a Public Hearing on the proposed changes to the Electric Connection Fee Schedule; and

2) Waive the reading and adopt District Ordinance 2018-01 amending the Electric Connection Fee Schedule. This ordinance will take effect on September 1, 2018.

President Laliotis opened the public hearing, asking for input in support or opposition to Ordinance 2018-01, there were none.

President Laliotis closed the public hearing.

**Board Comments:**

- The extension of time for renewal could be the same as the effective date, however, in the best interest of everyone to make the renewal date of January 1<sup>st</sup>, makes sense.
- Thanked staff and CATT for a solution that worked for everyone.

Director Ellis moved, and Vice President Warmerdam seconded, that the Board approve the staff recommendation with the correction to the date of January. The motion passed unanimously (5-0), by a roll call vote.

**8. Conduct a Public Hearing Related to Adoption of the Annual Electric and Water Standby Charges and Adopt Resolutions Related to this Item.**

1) Conduct a Public Hearing to accept comments on establishing electric and water standby charges.

Adopt the following resolutions:

- 2) Resolution 2018-04 Continuing and Fixing Electric Standby Charges for Fiscal Year 2018-2019;
- 3) Resolution 2018-05 Continuing and Fixing Water Standby Charges for Fiscal Year 2018-2019;
- 4) Resolution 2018-06 Fixing and placing Electric and Water Standby Charges on County of Nevada Tax Roll for Collection; and
- 5) Resolution 2018-07 Requesting Collection of Electric and Water Standby Charges on Placer County Tax Roll.

President Lalotis opened the public hearing, asking for input in support or opposition of the annual Electric and Water standby charges, there were none.

President Lalotis closed the public hearing.

Vice President Warmerdam moved, and Director Bender seconded, that the Board approve the staff's recommendation. The motion passed unanimously (5-0), by a roll call vote.

## **CONSENT CALENDAR**

**9. Consideration to Approve a Purchase Contract Agreement for the Airport Well and Booster Station Emergency Generator (Minute Order 2018-24).**

- 1.) Reject Bay City Electric's bid as non-responsive; and
- 2.) Authorize the General Manager to execute a contract with Cummins for the Airport Well and Booster Station Emergency/Standby Generator procurement, in an amount of \$87,988.71 plus a 10% change order authorization, for a total not to exceed contract amount of \$97,000 plus tax.

**10. Consideration to Reject All Bids for the 2018 AC Street Paving Repair Project (Minute Order 2018-25).**

- 1.) Disqualify Moon Rocks Construction as a non-responsive bidder, for not meeting the requirements of a qualified bidder at the time of the District's public bid opening; and
- 2.) Reject all bids received for the AC Street Paving Repair 2018

**11. Consideration of State Mandated Resolutions to Consolidate the General Election on November 8, 2018.**

Approve the resolutions to conduct and consolidate the District's November 2018 election:

- 1) Resolution 2018-08 Calling a General District Election (Nevada County).
- 2) Resolution 2018-09 Notice of Governing Board Member Election and/or Notice to Submit Measure(s) to a Vote of the Voters (Placer County).

**12. Consideration of Awarding a Contract for Performing an Arc Flash Hazard Analysis (Minute Order 2018-26).**

- Authorize the General Manager to execute a contract with ABM Electrical Power Services, LLC, to perform an Arc Flash Hazard Analysis, in an amount of \$96,630 plus a 10% change order authorization for a total not to exceed contract amount of \$106,293.

- 13.** Consideration of the Purchase of a Test Server Environment License for the Electric SCADA System (Minute Order 2018-27).
- Authorize the General Manager to execute a contract with Survalent for the purchase of a test server environment license for the electric SCADA System, in the amount of \$30,999 plus a 10% change order authorization, for a total amount not to exceed \$34,100.
- 14.** Consideration of Conservation Rebates and New Projects (Minute Order 2018-28).
- Authorize the General Manager to approve payments for the TTUSD, Truckee Donner Senior Apartments, and Truckee Pines Apartments for conservation rebates for a total amount not to exceed \$170,000.
- 15.** Consideration of the Procurement for Office Furniture (Minute Order 2018-29).
- Authorize the General Manager to execute a contract with Reno Business Interiors / Hon for new furniture and installation costs in an amount of \$42,240 plus 10% change order authorization for a total not to exceed contract amount of \$46,464.
- 16.** Consideration of Assistant General Manager Position (Minute Order 2018-30).
- 1) Appoint the Public Information Officer/Strategic Affairs Director for a two-year term to the Assistant General Manager position.
  - 2) Approve the wage range for this adjustment.

President Laliotis called for public comment, there were none.

President Laliotis closed public comment.

Director Ellis moved, and Vice President Warmerdam seconded, that the Board approve the consent calendar. The motion passed unanimously (5-0), by a roll call vote.

### **SPECIAL BUSINESS**

**17.** Consideration of Resolution 2018-03 to Commend Susan Camara for Her Many Years of Service.

Adopt Resolution 2018-03 recognizing Susan Camara for her many years of service.

President Laliotis called for public comment, there were none.

President Laliotis closed public comment.

Board Comments:

- Thanked Sue for her service and commitment.
- Congratulations on retirement.

Director Ellis moved, and Vice President Warmerdam seconded, that the Board approve staff recommendation. The motion passed unanimously (5-0), by a roll call vote.

Convened the meeting at 6:20p.m.

Reconvened the meeting at 6:37 p.m.

### **ACTION**

**18. Consideration of Voting for a Nevada County Local Agency Formation Commission (LAFCo) Special District Member.**

Shanna Kuhlemier provided a presentation which is available upon request.

President Laliotis called for public comment.

Seeing none, President Laliotis closed public comment.

**Board Comments:**

- There is good alignment of common business practices with Mr. Wilcox.
- If we didn't vote we would have to go with the majority of special districts for Nevada County.

Vice President Warmerdam moved, and Director Ellis seconded, that the Board President mark the ballot in support of Nick Wilcox as a Special District Commissioner. The motion passed unanimously (5-0), by a roll call vote.

**19. Consideration to Approve the Truckee Donner Public Utility District's 2017 Water Quality Consumer Confidence Report (Minute Order 2018-31).**

Approve the District's Truckee-Main System and Hirschdale System 2017 Consumer Confidence Reports for public distribution.

Brian Wright provided a presentation which is available upon request.

President Laliotis called for public comment, there were none.

**Director Comments:**

- Truckee water tastes great and is pristine.
- District staff prepares these reports, and does a great job.
- The community is very fortunate to have our water.
- Professional report, thank you to staff.

Director Bender moved, and Vice President Warmerdam seconded, that the Board approve staff recommendation. The motion passed unanimously (5-0), by a roll call vote.

**20. Consideration of the Award of a Contract for Property, Liability, and Cyber Insurance (Minute Order 2018-32).**

Authorize the General Manager to execute contracts presented in the InterWest Renewal Proposal for the property, liability, and cyber insurance for an amount not to exceed \$272,347 for the period beginning June 1, 2018 and ending June 1, 2019.

Kim Harris provided a presentation which is available upon request.

President Laliotis called for public comment, there were none.

**Board Comments:**

- Everything is pretty well set, not much need for a contingency.
- Cost savings is good.

- The trends in insurance is emerging risks of auto's and phones.
- General liability and workers comp seems normal.
  - The wild fires did effect insurance, but the consultant doesn't think it will impact the whole industry.

Director Ellis moved, and Director Bender seconded, that the Board approve the staff recommendation. The motion passed unanimously (5-0), by a roll call vote.

## **WORKSHOPS**

### **21. New Regulatory Requirements Associated with Water Quality Monitoring in California**

Brian Wright provided a presentation which is available upon request.

President Laliotis called for public comment, there were none.

Board Comments:

- Great report.
- Great job on implementing regulations as soon as possible.
- Thanked staff for all their work.

### **22. Clean, Reliable, and Affordable Electric Service.**

Steven Poncelet provided a presentation which is available upon request.

President Laliotis called for public comment, there were none.

Board Comments:

- Great job to staff on receiving the RP3 award.
- The District is doing great.
- Excellent work.
- Local control helps keep rates low.
- Congratulations to staff, it reiterates staffs commitment and service daily.
- SMR project, thanked staff and recognized Steve Hollabaugh, Joe Horvath, and Steve Gross on the work load. This shows the level of effort every day. The public process worked and the Board appreciates everyone involved.
- The Board supports public power and local control.

## **ROUTINE BUSINESS**

### **23. Treasurers Report: April 30, 2018**

a) Approval of the Treasurer's report of fund balances as of March 31, 2018.

President Laliotis called for public comment, there were none.

Director Bender moved, and Director Ellis seconded, that the Board approves the Treasurer's Report. The motion passed unanimously (5-0).

b) Approval of disbursements for April 2018.

President Laliotis called for public comment, there were none.

Director Bender moved, and Vice President Warmerdam seconded, that the Board approves the Treasurer's Report. The motion passed unanimously (5-0).

**24. Approval of Minutes April 4, 2018.**

President Laliotis called for public comment, there were none.

Director Bender moved, and Vice President Warmerdam seconded, that the Board approve the Minutes. The motion passed unanimously (5-0).

**CLOSED SESSION – 7:33 p.m.**

**25. Closed Session Pursuant to Government Code Section 54957, Public Employee Performance Evaluation – General Manager's Performance Plan Review. No Reportable Action.**

8:15 p.m. Director Bender recused for a portion due to a potential conflict of interest and left the meeting.

District Counsel recused for a portion due to a potential conflict of interest.

**ADJOURNMENT - 9:45 p.m.**

Director Aguera moved, and Director Ellis seconded, that the Board adjourns the meeting at 9:45 p.m. The motion passed unanimously (4-0). Director Bender was absent

There being no further business before the Board, the meeting was adjourned at 9:45 p.m. to the next scheduled meeting of the Truckee Donner Public Utility District on June 6, 2018, at 6:00 p.m.

**TRUCKEE DONNER PUBLIC UTILITY DISTRICT**

  
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**Tony Laliotis, President**

Prepared by   
**Shanna D. Kuhlemier, CMC, District Clerk**