

# TAHOE-TRUCKEE SANITATION AGENCY



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

## 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

January 8, 2020

### I. Call to Order:

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  
Dan Wilkins, TCPUD (left the meeting at 10:13 AM)  
S. Lane Lewis, NTPUD  
Jon Northrop, ASCWD  
Blake Tresan, TSD

Staff Present: LaRue Griffin, General Manager  
Roshelle Chavez, Administrative Services Manager  
Jay Parker, Engineering Manager  
Michael Peak, Operations Manager  
Richard Pallante, Maintenance Manager  
Robert Gray, Information and Technology Department  
Vicky Lufrano, Human Resources Administrator  
Richard P. Shanahan, Agency Counsel  
Aaron Carlsson, Engineering Department  
Scott Fleming, Engineering Department  
Mike Smith, Engineering Department  
Paul Shouse, Maintenance Department  
Jaime Garcia, Maintenance Department  
Jesus Zarate, Maintenance Department  
Ryan Schultz, Maintenance Department  
Troy Kilgore, Operations Department  
Jessie Denham, Operations Department  
Michelle Mackey, Administration Department  
Dawn Davis, Administration Department  
Angelina Henson, Administration Department

Public Present: Steven Gortler, Municipal Advisor  
Dave Fama, Jones Hall  
James Wawrzyniak, Jones Hall  
Sarah Coolidge, Public

II. Public Comment.

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

III. Professional Achievements, Awards & Anniversaries.

Mrs. Vicky Lufrano acknowledged Agency staff who obtained professional achievements, awards, and anniversaries received for the previous calendar month to the Board of Directors.

Most of the Agency employees left after the acknowledgement.

IV. Consent Agenda

1. Approval of the minutes of the regularly scheduled Board meeting on December 11, 2019.
2. Approval of general fund warrants.

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

The Board approved the motion by the following vote:

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

Motion passed.

V. Regular Agenda

1. Presentation by municipal advisor Steven Gortler on the SRF Loan Refinancing Preliminary Savings Analysis.

Mr. Steven Gortler, Registered Municipal Advisor, provided an update to the Savings Analysis on the State Revolving Fund (SRF) Loan Refinancing and addressed questions from the Board of Directors on the refinancing process.

No action was taken by the Board.

2. Approval of Resolution No. 1-2020 authorizing the sale and issuance of Wastewater Revenue Refunding Bonds to refinance the Agency's State Revolving Fund loan.

**MOTION** by Director Wilkins **SECOND** by Director Northrop to approve Resolution No. 1-2020 authorizing the sale and issuance of Wastewater Revenue Refunding Bonds to refinance the Agency's State Revolving Fund loan; unanimously approved.

The Board approved the motion by the following vote:

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

Motion passed.

3. Approval of Amended and Restated TTSA/TTAD Real Property Exchange Agreement.

**MOTION** by Director Lewis **SECOND** by Director Northrop to approve the Amended and Restated TTSA/TTAD Real Property Exchange Agreement; unanimously approved.

The Board approved the motion by the following vote:

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

Motion passed.

4. Approval to solicit bids for the 2020 Plant Painting project.

**MOTION** by Director Wilkins **SECOND** by Director Northrop to approve the solicitation of bids for the 2020 Plant Painting project; unanimously approved.

The Board approved the motion by the following vote:

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

Motion passed.

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.

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.

VII. Board of Director Comment

Director Tresan thanked Agency staff for providing a plant tour to Truckee Sanitary District employees. He also requested the Agency's new asset management software be demonstrated when convenient.

Director Northrop inquired if it was possible to increase the Board of Directors pay for meeting attendance.

Director Lewis thanked Mr. Griffin and Mrs. Chavez for their work in preparing the documentation for the SRF loan refinancing. He also stated he looks forward to receiving updates on the Master Sewer Plan as Carollo Engineers continues its work.

Director Cox reminded the Directors that the Board of Directors meetings will be held on the 3<sup>rd</sup> Wednesday of the month, commencing next month on February 19<sup>th</sup>, 2020. He also commended staff for their attire which had the Agency logo. He also inquired if the Board of Director meeting packets could be reduced as it often requires considerable staff effort and materials to prepare and can be burdensome for a director to review.

No action was taken by the Board.

VIII. ADJOURNMENT

There being no further business, the meeting was adjourned at 10:35 AM.



LaRue Griffin  
Secretary to the Board

Approved: 2/12/20