



TAHOE-TRUCKEE SANITATION AGENCY

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

Directors

Dan Wilkins: President
Blake Tresan: Vice President
S. Lane Lewis
Dale Cox
David Smelser

General Manager

LaRue Griffin

BOARD OF DIRECTORS REGULAR MEETING MINUTES

May 18, 2022

I. Call to Order:

President Wilkins called the regular meeting of the Tahoe-Truckee Sanitation Agency Board of Directors to order at 9:00 AM. The meeting was conducted via videoconference. Roll call and Pledge of Allegiance followed.

Directors Present: Dan Wilkins, TCPUD
Blake Tresan, TSD
S. Lane Lewis, NTPUD
Dale Cox, OVPSD
David Smelser, ASCWD

Staff Present: LaRue Griffin, General Manager
Roshelle Chavez, Executive Assistant/Board Clerk
Vicky Lufrano, Human Resources Administrator
Crystal Sublet, Finance & Administrative Manager
Michael Peak, Operations Manager
Jay Parker, Engineering Manager
Richard Pallante, Maintenance Manager
Richard P. Shanahan, Agency Counsel
Monna Radulovich, Agency Special Counsel
Paul Shouse, Maintenance Department
Soraya Morz, Maintenance Department
Greg O'Hair, Operations Department
Brandon Dimond, Operations Department
Michelle Mackey, Administrative Department
Dawn Davis, Administrative Department
Kayle Ohle, Administrative Department

Public: Mark Wasley, Public
Steven Gortler, Public

II. AB 361 Action.

MOTION by Director Lewis **SECOND** by Director Cox to find under Gov. Code § 54953, subd. (e)(1)(B) that as a result of the COVID-19 emergency: (i) meeting in person would present imminent risks to the health or safety of attendees; and (ii) the meeting is authorized to be held by teleconference pursuant to Gov. Code, § 54953, subd. (e)(1)(C) is renewed; unanimously approved.

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

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

Motion passed.

III. Public Comment.

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

IV. Professional Achievements, Awards & Anniversaries.

Mrs. Lufrano acknowledged Agency staff Jessie Denham for receiving his Wastewater Operator Grade II certification and was subsequently promoted to the Wastewater Operator Grade II position. The Board of Directors congratulated Jessie Denham on his achievements.

No action was taken by the Board.

V. Consent Agenda.

1. Ratify payment of general fund warrants.
2. Ratify approval of financial statements.

MOTION by Director Smelser **SECOND** by Director Tresan to approve the consent agenda; unanimously approved.

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

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

Motion passed.

VI. Regular Agenda.

1. Report from April 20, 2022 closed session meeting.

Mr. Griffin stated there was nothing to report from the April 20, 2022 closed session meeting.

No action was taken by the Board.

2. Approval of the minutes of the regular Board meeting on April 20, 2022.

MOTION by Director Smelser **SECOND** by Director Tresan to approve the minutes of the regular Board meeting on April 20, 2022; unanimously approved.

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

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

Motion passed.

3. Approval of cost-of-living adjustment and salary schedule for fiscal year 2022-2023.

Mrs. Chavez advised the Board there were public comment letters received regarding the agenda item discussion, which had been forwarded to them for their consideration.

MOTION by Director Lewis **SECOND** by Director Tresan to approve the cost-of-living adjustment and salary schedule for fiscal year 2022-2023; unanimously approved.

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

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

Motion passed.

4. Approval to reject bids for the 2022 Plant Improvements project.

MOTION by Director Cox **SECOND** by Director Lewis to reject bids for the 2022 Plant Improvements project; unanimously approved.

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

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

Motion passed.

5. Approval to solicit bids for the 2022 Digital Scanning of Sewer Lines project.

MOTION by Director Lewis **SECOND** by Director Smelser to approve the solicitation of bids for the 2022 Digital Scanning of Sewer Lines project; unanimously approved.

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

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

Motion passed.

6. Approval to award bids for the procurement of hydrated lime, liquid oxygen, liquid sodium hydroxide, methanol, hydrochloric acid and liquid chlorine.

MOTION by Director Tresan **SECOND** by Director Lewis to award the bids for the procurement of hydrated lime, liquid oxygen, liquid sodium hydroxide, methanol, hydrochloric acid and liquid chlorine; unanimously approved.

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

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

Motion passed.

7. Approval to negotiate a contract for the procurement of ferric chloride.

MOTION by Director Cox **SECOND** by Director Smelser to approve staff to negotiate a contract for the procurement of ferric chloride; unanimously approved.

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

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

Motion passed.

8. Discussion of possible vote to select a Special District Representative to Placer LAFCO.

MOTION by Director Tresan **SECOND** by Director Cox to approve a vote for Mr. Rick Stephens to serve as the Special District Representative to Placer LAFCO; unanimously approved.

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

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

Motion passed.

9. Discussion of in-person Board of Directors meeting.

The Board of Directors requested the June 2022 regular Board of Directors meeting to be held via videoconference per AB 361.

VII. Management Team Reports.

1. Department Reports.

Mr. Peak provided an update on current and past projects for the operations department.

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.

VIII. Board of Directors Comment.

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

The Board went into closed session with legal counsel and Mr. Griffin at 10:35 AM.

IX. Closed Session.

1. Closed session conference with legal counsel for existing litigation (Government Code section 54956.9(d)(1)) – Fay v. Tahoe-Truckee Sanitation Agency.
2. Closed session for public employee performance evaluation of the General Manager.

X. Adjournment.

There being no further business, the meeting was adjourned at 11:39 AM.


LaRue Griffin
Secretary to the Board

Approved: 06/15/22