



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

March 17, 2021

I. Call to Order:

This meeting was conducted via Zoom teleconferencing as described in the March 17, 2021 meeting agenda and the accompanying Guidelines for using Zoom for T-TSA March 17, 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)
Jay Parker, Engineering Manager (via teleconference)
Richard Pallante, Maintenance Manager (via teleconference)
Robert Gray, Information Technology Manager (via teleconference)
Vicky Lufrano, Human Resources Administrator (via teleconference)
Richard P. Shanahan, Agency Counsel (via teleconference)
Monna Radulovich, Agency Counsel (via teleconference)
Mike Smith, Engineering Department (via teleconference)
Aaron Carlsson, Engineering Department (via teleconference)
Scott Fleming, Engineering Department (via teleconference)
Luke Swann, Information Technology Department (via teleconference)
Michelle Mackey, Administrative Department (via teleconference)
Dawn Davis, Administrative Department (via teleconference)
Celeste Graves, Administrative Department (via teleconference)
Greg O'Hair, Operations Department (via teleconference)
Brandon Dimond, Operations Department (via teleconference)
Paul Shouse, Maintenance Department (via teleconference)
Tanner McGinnis, Maintenance Department (via teleconference)
Ryan Schultz, Maintenance Department (via teleconference)
Dean Haines, Maintenance Department (via teleconference)
Jaime Garcia, Maintenance Department (via teleconference)

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

II. Public Comment.

Mrs. Chavez advised the Board of Directors there were public comment letters received which have been forwarded to them for their consideration.

Ms. Jane Davis provided public comment regarding management and past Agency personnel matters.

No action was taken by the Board.

III. Consent Agenda

1. Approval of the general fund warrants.
2. Approval of the financial statements.
3. Approval of Progress Pay Estimate No. 2 for the Furnishing Air Purifying Respirator and Self Contained Breathing Apparatus Equipment project.
4. Approval of Progress Pay Estimate No. 6 for 2020 Administration Building Remodel project.

MOTION by Director Lewis **SECOND** by Director Wilkins to approve the consent agenda; motion 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.

IV. Regular Agenda

1. Report from February 17, 2021 closed session meeting.

Mr. Griffin stated there was no action to report from the February 17, 2021 closed session meeting.

No action was taken by the Board.

2. Approval of the minutes of the regular Board meeting on February 17, 2021.

The Board requested the minutes be amended to include (1) clarification that Director Lewis abstained from the discussion of a temporary sewer service charge relief due to economic hardships caused by COVID-19 and (2) clarification of public comment related to the presentation of the annual financial audit for fiscal year 2019-2020.

MOTION by Director Lewis **SECOND** by Director Tresan to approve the minutes of the regular Board meeting on February 17, 2021 with the requested amendments; motion 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. Approval of Resolution No. 2-2021 establishing temporary commercial sewer rate relief program in response to COVID-19 pandemic and related economic impacts.

Director Lewis abstained from this Agenda item.

The Board requested the resolution be amended to (1) define “Commercial Customers” to mean Agency commercial and non-residential sewer customer accounts and to (2) define “Hardships” to mean a Commercial Customer who has experienced or is experiencing a significant loss of business caused by or attributable to the COVID-19 pandemic and related State of California or County of Nevada, Placer or El Dorado (depending upon the county where the particular Commercial Customer is located) emergency and public health orders and that has resulted in a significant reduction of the Commercial Customer’s use of Agency sewer service.

Public comment was received by Ms. Sarah Coolidge, Mr. Steve Topol and Mr. Pippin Mader regarding the sewer relief.

MOTION by Director Wilkins **SECOND** by Director Smelser to approve Resolution No. 2-2021 establishing temporary commercial sewer rate relief program in response to COVID-19 pandemic and related economic impacts with the requested amendments to the staff-prepared draft; motion approved.

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

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

Motion passed.

4. Approval of Resolution No. 3-2021 amending employer paid member contributions.

Public comment was received from Ms. Jane Davis, Mr. Pippin Mader, and Mr. Aaron Carlsson regarding the proposed resolution.

MOTION by Director Lewis **SECOND** by Director Tresan to approve Resolution No. 3-2021 amending employer paid member contributions; motion 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.

5. Discussion related to retiree health benefits.

Mrs. Lufrano provided an overview of the various options for modifying retiree health benefits to the Board of Directors to include (1) maintaining the current benefit plan; (2) implement a vesting plan in accordance with CalPERS requirements; (3) implement a PEHMCA Minimum plan; and (4) implement a hybrid plan to include a combination of a PEHMCA Minimum and Agency vesting schedule.

Public comment was received by Mr. Pippin Mader regarding retiree health benefits.

After discussion, staff was directed to return at the next Board of Directors meeting with an action item to adopt a vesting schedule per CalPERS requirements for Board consideration and a detailed cost comparison of the above listed plan options.

6. Discussion of Agency land use.

Mr. Jay Parker provided an overview of all Agency properties and defined the land uses allowed by the Town of Truckee zoning ordinance and the process required to amend any current land zoning.

After discussion, the Board of Directors determined staff should evaluate future inquires for Agency land use and present inquiries for Board of Director discussion and consideration.

Public comment was received by Mr. Pippin Mader regarding Agency land use.

No action was taken by the Board.

7. Approval of Resolution No. 4-2021 accepting manhole offer of dedication from Olympic Valley Public Service District.

MOTION by Director Lewis **SECOND** by Director Tresan to approve Resolution No. 4-2021 accepting the manhole offer of dedication from Olympic Valley Public Service District; 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 to solicit bids for the 2021 Asphalt Sealing project.

MOTION by Director Tresan **SECOND** by Director Smelser to approve the solicitation of bids for the 2021 Asphalt Sealing project; 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 to award the 2021 Plant Painting project.

MOTION by Director Wilkins **SECOND** by Director Lewis to approve the award of the 2021 Plant Painting project to Euro Style Management, Inc. for \$452,540; 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 2021 Chiller Replacement project.

MOTION by Director Lewis **SECOND** by Director Tresan to approve the award of the 2021 Chiller Replacement project to Johnson Controls, Inc. for \$76,596; 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 to purchase three (3) Taylor-Dunn electric utility carts.

MOTION by Director Lewis **SECOND** by Director Smelser to approve the purchase of three (3) Taylor-Dunn electric utility carts from Toyota Material Handling with a not to exceed amount of \$35,000; 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.

V. 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.

Mr. Griffin provided an update on current and past projects for the administration department.

Public comment was received by Mr. Pippin Mader regarding department reports.

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.

VI. Board of Directors Comment

Director Tresan requested staff provide a demonstration to the Board on the Agency CMMS and GIS programs within the coming months.

Director Lewis commended Mrs. Celeste Graves and Mrs. Vicky Lufrano for the work they put in on their individual Board discussions this month. He also encouraged continued transparency and staff participation in Agency matters.

VII. 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 position.

VIII. Adjournment

There being no further business, the open session meeting was adjourned at 11:55 AM.

MOTION by Director Lewis **SECOND** by Director Smelser to approve the adjournment of the Regular Board of Directors Meeting; 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.



LaRue Griffin
Secretary to the Board

Approved: 4/21/21