

# TAHOE-TRUCKEE SANITATION AGENCY



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

**Directors**  
*O.R. Butterfield*  
*Dale Cox*  
*S. Lane Lewis*  
*Jon Northrop*  
*Dan Wilkins*  
**General Manager**  
*LaRue Griffin*

## BOARD OF DIRECTORS REGULAR MEETING MINUTES

September 13, 2017

### I. CALL TO ORDER:

President Butterfield 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: O. R. Butterfield, TSD  
Dale Cox, SVPSD  
Dan Wilkins, TCPUD (Arrived at 9:09 AM)  
S. Lane Lewis, NTPUD  
Jon Northrop, ASCWD

Staff Present: LaRue Griffin, General Manager  
Roshelle Chavez, Administrative Services Manager  
Michael Peak, Operations Manager  
Jason Parker, Engineering Manager  
Jim Redmond, Maintenance Manager  
Richard P. Shanahan, Agency Counsel  
Bill Pindar, Laboratory Department  
Michelle Mackey, Administration Department  
Dawn Davis, Administration Department  
Susan Guzman, Administration Department  
Tom Rinne, Engineering Department  
Mike Smith, Engineering Department  
Aaron Carlsson, Engineering Department  
Kevin Woods, IT Department

Public Present: Rick Thompson, IBEW 1245  
Blake Tresan, TSD  
Janos Vitencz, Member of the Public

II. BUSINESS:

1. Public Comment

None.

2. Appointment of Agency Board President and Vice President

**MOTION** by Director Northrop, **SECOND** by Director Cox to appoint O. R. Butterfield as Board President and appoint S. Lane Lewis as Vice President; unanimously approved.

AYES: Directors Cox, Lewis, Northrop and President Butterfield  
NOES: None  
ABSENT: Director Wilkins  
ABSTAIN: None

Motion passed.

3. Appeal of charges for APN 112-180-074-00

The Board continued the discussion from the last meeting concerning Mr. Vitencz, owner of APN 112-180-074-00, appeal for relief of past due charges assessed to his property. Mr. Griffin provided a summary of the actual charges and the simulated accounting of what charges on the property would have been had delinquent charges been collected through the County tax roll at the end of every fiscal year. The simulated accounting reflected a balance of \$7,510.07. Discussion was held on the parcel billing history and Mr. Vitencz provided a history of his circumstances.

**MOTION** by Director Wilkins, **SECOND** by Director Northrop to approve partial relief of the past-due charges for APN 112-180-074-00 by reducing the balance due to \$7,510.07, provided that the customer pays the adjusted balance due within 60 days from September 13, 2017, and that, if the adjusted balance is not paid in full by that deadline, the past due balance will revert to the former amount.

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

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

Motion passed.

4. Appeal of charges for APN 112-190-015-00

Ms. Penniman and Ms. Kimmons, owners of APN 112-190-015-00, requested relief of sewer service charges for 2015 and 2016 calendar years totaling \$510. Mr. Griffin provided a summary of the APN history and informed the Board a T-TSA ordinance provides authority to bill and collect service charges for two years prior to discovering the billing.

**MOTION** by Director Lewis, **SECOND** by Director Wilkins to deny the appeal of charges for APN 112-190-015-00; unanimously approved.

AYES: Directors Cox, Wilkins, Lewis, Northrop and President Butterfield

NOES: None

ABSENT: None

ABSTAIN: None

Motion passed.

5. Approval of the minutes of the regularly scheduled Board meetings on June 14, 2017 and July 12, 2017

**MOTION** by Director Wilkins, **SECOND** by Director Northrop to approve the minutes of the regularly scheduled Board meetings on June 14, 2017 and July 12, 2017; unanimously approved.

AYES: Directors Cox, Wilkins, Lewis, Northrop and President Butterfield

NOES: None

ABSENT: None

ABSTAIN: None

Motion passed.

6. Approval of General Fund Warrants

**MOTION** by Director Wilkins, **SECOND** by Director Northrop to approve the General Fund Warrants; unanimously approved.

AYES: Directors Cox, Wilkins, Lewis, Northrop and President Butterfield

NOES: None

ABSENT: None

ABSTAIN: None

Motion passed.

7. Receive and file financial statements, status of investments and Teichert mining report

Received and filed.

8. Approval to ratify the proposal to dissolve the Agreement for Road Maintenance and Snow Removal Respecting the Relocated Joerger Drive

Mr. Griffin provided a summary of the letter/agreement between T-TSA, Truckee Sanitary District, Truckee Donner Park and Recreation District, A. Teichert & Son, Inc. and the Town of Truckee dated August 17, 2017. He informed the Board the parties to the 1998 road maintenance agreement had prepared and submitted a proposal to dissolve the 1998 agreement which would place all future road maintenance responsibilities on the Town of Truckee, provided the parties improve Joerger Drive to Town of Truckee road standards.

**MOTION** by Director Lewis, **SECOND** by Director Northrop to ratify the letter/agreement to dissolve the 1998 Agreement for Road Maintenance and Snow Removal Respecting the Relocated Joerger Drive; unanimously approved.

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

Motion passed.

9. Approval to ratify the bid award of the 2017 Asphalt Sealing project

**MOTION** by Director Lewis, **SECOND** by Director Northrop to ratify the bid award for the 2017 Asphalt Sealing project to Blacktop Sealing and Striping, Inc., in the amount of \$84,946.00; unanimously approved.

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

Motion passed.

10. Discussion of State Route 89/Fanny Bridge Community Revitalization Project Related TRI Relocation Agreement.

Mr. Griffin informed the Board that Central Federal Lands Highway Division has determined there will be a change in the scope of work to omit the replacement of the TRI segment under the Caltrans yard entrance ramp.

No action was taken by the Board.

11. Operations, Maintenance, Engineering and IT Reports

Mr. Redmond provided an update on current and past projects for the maintenance department.

Mr. Peak reported that the all waste discharge requirements were met for the month of August and provided an update on current and past projects for the operations department.

Mr. Parker provided an update on current and past projects for the engineering department.

No action was taken by the Board.

12. General Manager Report

Mr. Griffin provided a brief update on the status of various ongoing projects, none of which required action by the Board. No action was taken by the Board.

13. Comments from the Board of Directors – Reports, Announcements and Questions for clarification only

Director Wilkins requested a discussion item on affordable housing projects and how they would affect the Agency be placed on the agenda for the next Board meeting.

14. Closed Session

The Board went into closed session with legal counsel and Mr. Griffin at 10:35 AM pursuant to Government Code Section 54956.8 for a conference with General Manager, as Agency real property negotiator, concerning price and terms of payment relating to potential to real property exchange with Truckee Tahoe Airport District concerning Nevada County APN 019-440-81, APN 049-040-24 and APN 049-040-25; and pursuant to Government Code section 54956.9(d)(1) regarding existing adjudicatory administrative proceeding, IBEW Local 1245 v. Agency (Public Employee Relations Board Case No. SA-RR-1172-M).

The meeting was reopened at 11:16 AM. Nothing to report from closed session.

III. ADJOURNMENT:

There being no further business, the meeting adjourned at 11:16 AM.



LaRue Griffin  
Secretary to the Board

Approved: 10/11/17