



TAHOE-TRUCKEE SANITATION AGENCY

A Public Agency
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Directors

Dan Wilkins: President
Blake Tresan: Vice President
S. Lane Lewis
Dale Cox
David Smelser
Interim General Manager
Richard Pallante

BOARD OF DIRECTORS SPECIAL MEETING MINUTES

June 23, 2022

I. Call to Order:

President Wilkins called the special meeting of the Tahoe-Truckee Sanitation Agency Board of Directors to order at 2:01 PM. Roll call and Pledge of Allegiance followed.

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

Directors Absent: David Smelser, ASCWD

Staff Present: Roshelle Chavez, Executive Assistant/Board Clerk
Richard Pallante, Maintenance Department Manager
Michael Peak, Operations Department Manager
Crystal Sublet, Finance & Administrative Manager
Vicky Lufrano, Human Resources Administrator
Richard P. Shanahan, Agency Counsel
Andrew J. Ramos, Agency Counsel
Luke Swann, Maintenance Department
Michelle Mackey, Administrative Department
Celeste Graves, Administrative Department
Dawn Davis, Administrative Department
Angelina Henson, Administrative Department
Kayle Ohle, Administrative Department

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 vote:

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

Motion passed.

III. Public Comment.

Mrs. Chavez stated that public comment was received and had previously been submitted to the Board for their consideration. No action was taken by the Board.

The Board went into closed session with legal counsel and Mr. Griffin at 2:04 PM.

IV. Closed Session.

1. Closed session for public employee performance evaluation of the General Manager.

The Board returned to open session at 5:13 PM.

V. Report of Closed Session.

Director Wilkins stated that there was no reportable action from Closed Session. No action was taken by the Board.

VI. Regular Agenda.

1. Approval of resignation/separation agreement with General Manager LaRue Griffin.

President Wilkins stated that he would entertain a motion from the Board to place Mr. Griffin on paid administrative leave effective immediately. Additionally, President Wilkins requested approval from the Board to provide direction to Agency legal counsel to prepare a resignation, release and separation agreement.

MOTION by Director Cox **SECOND** by Director Tresan to approve placing Mr. Griffin on paid administrative leave effective immediately; and for Agency legal counsel to prepare a resignation, release and separation agreement for Mr. Griffin; unanimously approved.

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

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

Motion passed.

President Wilkins questioned legal counsel, Mr. Andrew Ramos, when the Board could expect a final agreement. Mr. Ramos stated that it could be at least a week. At that time, the agreement will be brought before the Board for approval.

2. Appointment of interim General Manager and related approval of salary schedule change.

President Wilkins stated that the Board of Directors had chosen to appoint Richard Pallante as Interim General Manager, who will be given a temporary salary increase to Step 2 of the General Manager pay scale.

MOTION by Director Lewis and **SECOND** by Director Cox to appoint Mr. Pallante as Interim General Manager at Step 2 of the General Manager salary schedule effective June 24, 2022; unanimously approved.

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

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

Motion passed.

President Wilkins also requested that Agency Counsel work together with Mr. Lufrano, Agency Human Resources Administrator, to prepare an Interim Assistant General Manager salary scale. Once completed, the Board would then consider Michael Peak for the Assistant Interim General Manager role and set that appointment at a later date.

President Wilkins stated that there would likely be another special meeting with the Board of directors within the coming days to take further action on these items and bring them to finalization.

VII. Adjournment.

There being no further business, the meeting was adjourned at 5:19 PM.


Roshelle Chavez
Executive Assistant/Board Clerk

Approved: 07/20/22