



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
Dale Cox
David Smelser
Scott Wilson
Interim General Manager
Richard Pallante

BOARD OF DIRECTORS REGULAR MEETING MINUTES

August 17, 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: Richard Pallante, Interim 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 P. Shanahan, Agency Counsel
Greg O'Hair, Operations Department
Brandon Dimond, Operations Department
Jason Hays, Operations Department
Kristin Davis, Operations Department,
Kristin Schrandt, Operations Department
Mike Smith, Engineering Department
Scott Fleming, Engineering Department
Paul Shouse, Maintenance Department
Ryan Schultz, Maintenance Department
Jaime Garcia, Maintenance Department
Soraya Bedout-Morz, Maintenance Department
Luke Swann, Maintenance Department
Angelina Henson, Administrative Department
Kayle Ohle, Administrative Department

Public: Steven Gortler, Public
Josie Jarpur, Public
Juan Diaz, Public
Kay O, Public

II. AB 361 Action.

MOTION by Director Smelser **SECOND** by Director Lewis 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. Consent Agenda.

1. Approve payment of general fund warrants.
2. Approval of financial statements.

MOTION by Director Lewis **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.

V. Regular Agenda

1. Report from July 20, 2022 closed session meetings.

Mr. Shanahan stated there was nothing to report from the July 20, 2022 closed session meeting. No action was taken by the Board.

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

MOTION by Director Lewis **SECOND** by Director Smelser to approve the minutes of the regular Board meeting on July 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. Discussion of Employee Health Benefits Consideration.

Ms. Lufrano provided a PowerPoint presentation to the Board of Directors to review options for employee health benefits for calendar year 2023. There was extensive discussion between the Board and staff regarding the transition from CalPERS Platinum plan to the CalPERS Gold plan. Staff presented the concerns with moving forward with the changes now, including the current transition that the Agency is in with a new Director and General Manager coming aboard soon, as well as the short period of time they will have to make and implement the changes.

President Wilkins is interested in knowing what the administrative logistics look like for implementation and upkeep moving forward by staff and our 3rd party administrator, and if it would take an additional FTE (full time equivalent) position. President Wilkins directed staff to return to the September Board meeting with additional information to transition employees from PERS Platinum to PERS Gold health insurance. Discussion details should include; 1) Making no current changes to the health plan; 2) Make no changes this year but discuss and provide direction to make the change next year (policy year 2024); 3) Move forward and make the policy changes now.

President Wilkins stated that he was interested to know what the Board can do to set the tone and make staff feel comfortable providing feedback through this process.

4. Approval of Working Out of Classification Policy.

Ms. Lufrano provided a PowerPoint presentation to the Board of Directors to review the Working Out of Classification Policy. There was discussion and questions for clarification. The Board requested clarification concerning the responsibility for approving rate of pay exceptions. Therefore, the policy would be amended to reflect "Rate of pay exception may be made by the General Manager," and "any amount above 10% requires Board approval."

MOTION by Director Tresan **SECOND** by Director Lewis to approve the Working Out of Classification Policy with amendments as discussed; 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 of Resolution No. 13-2022 Investment of Monies in the Local Agency Investment Fund (LAIF).

MOTION by Director Tresan **SECOND** by Director Lewis to approve Resolution No. 13-2022 Investment of Monies in the Local Agency Investment Fund (LAIF); 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 the procurement of Telephone Upgrade.

MOTION by Director Cox **SECOND** by Director Lewis to award the procurement of Telephone Upgrade; 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. Discussion concerning use of TTSA open space/buffer land around the treatment plant by recreationists or others and related liabilities.

Mr. Pallante provided the Board of Directors a review of the existing status of the Agency open space/buffer land surrounding the treatment plant, which has been traditionally used for recreational purposes. Recently the Agency has experienced an increase of vandalism, off road vehicles, and overnight camping in the disposal fields and well sites. It is being brought to the attention of the Board for further discussion of possible restrictions on the property. There was extensive discussion and questions for clarification.

Director Wilkins gave direction to Mr. Pallante to reach out to the Town of Truckee, Chief of Police to let him know that we are looking to get signage in the area to discourage camping and off roading activity on Agency property. Also enquire from a police force perspective what the Agency can do to make them (Police) be in a better position to enforce violations and to understand to what degree they will enforce.

President Wilkins stated that there are different types of authorities they (Police) have and when it comes to private property, there are certain actions the police can and cannot take. Staff reaching out in advance to Truckee PD before TTSA takes any action would be useful so we have a realistic idea of what the police will and will not enforce. The directors do want to restrict camping, driving, overnight parking, fires, and nighttime activity through/on Agency private property, but they do not want to restrict people who are unintrusively using the property during the day for hiking, bouldering, and walking through the property to get to the river.

Agency counsel, Mr. Shanahan and Mr. Pallante were directed to work together to review laws regulating camping on open space land, parking on open space land, and trespassing on private treatment plant property, and whether the Agency would be allowed to restrict such parking during certain hours.

8. Discussion and possible action on Placer County LAFCO Alternate Special District Commissioner.

Mr. Pallante provided the Board with details on the request from Placer County LAFCO to nominate a member of the T-TSA Board to be serve as LAFCO Alternate Special District Commissioner. There were no nominations as the Directors already serve multiple positions. No action was taken by the Board.

9. Approval of Resolution No. 14-2022 commending Director Lewis for his dedicated service to the Board.

MOTION by Director Cox **SECOND** by Director Smelser to approve Resolution No. 14-2022 commending Director Lewis for his dedicated service to the Board; 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.

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

The Board of Directors agreed that the September 2022 regular Board of Directors meeting would be held in person to meet and welcome the newly appointed NTPUD Board member, Mr. Scott Wilson.

VI. 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.

Ms. 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. Pallante provided an update on the status of various ongoing projects, none of which required action by the Board.

VII. Board of Directors Comment.

Director Cox commended Director Lewis for serving on the Board and said he would be missed. He also requested that the T-TSA Safety record of 10 years without a lost time accident appear on his Board meeting summary.

Director Tresan mentioned that the second member of the Finance Committee be on the agenda for the September meeting. He also attended the CASA managers conference and thanked Mr. Peak providing a last minute tour to a few of his colleagues. They were very impressed. CASA is a good organization that looks after the interests of the Sanitation industry and it is something we should continue to participate with.

Director Smelser thanked Director Lewis for his service and helping him along when he first joined the Board. He stated that 30 years of service was pretty impressive.

There was no action taken by the Board.

VIII. Adjournment.

There being no further business, the meeting was adjourned at 11:47 AM.



Richard Pallante
Interim General Manager

Approved: 09-21-22