



TAHOE-TRUCKEE SANITATION AGENCY

A Public Agency
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TRUCKEE, CALIFORNIA 96161
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Directors

Dan Wilkins: President
Blake Tresan: Vice President
Dale Cox
David Smelser
Scott Wilson

General Manager

Richard Pallante

BOARD OF DIRECTORS REGULAR MEETING MINUTES

October 19, 2022

I. Call to Order:

Vice President Tresan 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: Blake Tresan, TSD
Dale Cox, OVPSD
David Smelser, ASCWD
Scott Wilson, NTPUD

Directors Absent: Dan Wilkins, TCPUD

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
Andrew Ramos, Agency Counsel
Paul Shouse, Maintenance Department
Luke Swann, Maintenance Department

II. Public Comment.

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

III. Professional Achievements, Awards and Anniversaries

Ms. Vicky Lufrano acknowledged Agency staff members who received Safety Awards, and, Michelle Mackey, who obtained a professional anniversary of 25 years. The Board congratulated Ms. Mackey on her accomplishment and was impressed by the number and quality of safety suggestions made by staff that are making positive improvements for the Agency.

No action was taken by the Board.

IV. Consent Agenda.

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

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

The Board approved the motion by the following vote:

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

Motion passed.

V. Regular Agenda

1. Approval of the minutes of the regular Board meeting on September 21, 2022 and the Special Board meeting on September 21, 2022.

MOTION by Director Cox **SECOND** by Director Wilson to approve the minutes of the regular Board meeting on September 21, 2022 and the Special Board meeting on September 21, 2022; unanimously approved.

The Board approved the motion by the following vote:

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

Motion passed.

2. Approval of Resolution No. 15-2022 Approving Employee Health Benefit Changes and Restating Employee Benefits.

MOTION by Director Smelser **SECOND** by Director Cox to approve Resolution No. 15-2022 Approving Employee Health Benefit Changes and Restating Employee Benefits; unanimously approved.

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

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

Motion passed.

3. Approval of the Updated General Manager Classification Description.

MOTION by Director Cox **SECOND** by Director Wilson to approve the Updated General Manager Classification Description; unanimously approved.

The Board approved the motion by the following vote:

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

Motion passed.

4. Approval updated SPSL Policy.

MOTION by Director Smelser **SECOND** by Director Wilson to approve the updated SPSL Policy; unanimously approved.

The Board approved the motion by the following vote:

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

Motion passed.

5. Approval of Services Agreement with Carollo Engineers, Inc. for the Additional Boiler Heating Redundancy Design project.

MOTION by Director Cox **SECOND** by Director Wilson to approve the Services Agreement with Carollo Engineers, Inc. for the Additional Boiler Heating Redundancy Design project including Optional Task #3 for a total of \$139,266 plus a 20% contingency; unanimously approved.

The Board approved the motion by the following vote:

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

Motion passed.

6. Approval to Procure Variable Frequency Drives.

MOTION by Director Cox **SECOND** by Director Wilson for approval to Procure Variable Frequency Drives; unanimously approved.

The Board approved the motion by the following vote:

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

Motion passed.

7. Approval of Resolution No. 16-2022 Superseding Resolution No. 19-2021 Authorizing General Manager to Approve Certain Construction and Service Contract/Agreement Change Orders.

MOTION by Director Cox **SECOND** by Director Smelser for approval of Resolution No. 16-2022 Superseding Resolution No. 19-2021 Authorizing General Manager to Approve Certain Construction and Service Contract/Agreement Change Orders; unanimously approved.

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

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

Motion passed.

8. Discussion of in-person Board of Directors meeting for November and December.

The Board of Directors agreed that the November 16, 2022 regular Board of Directors meeting would be postponed to November 30, 2022.

MOTION by Director Cox **SECOND** by Director Wilson for approval to postpone the November 16th, 2022 Regular Board of Directors meeting to November 30, 2022; unanimously approved.

The Board approved the motion by the following vote:

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

Motion passed.

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 stated that he would like to re-establish Agency safety award program for staff. He also requested information regarding the removal ion exchange equipment in the space near AWT, which was discussed as part of the Agency Master Plan.

Director Wilson stated that an annual report was discussed at the Finance Committee meeting and he believes it would be beneficial to the Agency and community. All Directors agreed.

Director Tresan stated that he appreciates the update to the Board packet with the addition of pictures. Additionally, he supported Director Cox request to bringing back safety awards and believes it is money well spent on encouraging safety. Finally, Director Tresan asked to wish staff a Happy Thanksgiving, since the Board will not be meeting again until after the holiday.

There was no action taken by the Board.


The Board went into Closed Session with the Interim General Manager at 10:39 AM.

VIII. Closed Session

1. Closed session for (a) public employee performance evaluation of the interim General Manager (Government Code §54954.5).
2. Closed session for public employee appointment process for General Manager position.

IX. Adjournment.

There being no further business, the meeting was adjourned at 11:45 AM.


Richard Pallante
Interim General Manager

Approved: 11-30-2022