

**SQUAW VALLEY PUBLIC SERVICE DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING MINUTES #821
December 20, 2016**

A. Call to Order, Roll Call and Pledge of Allegiance. President Dale Cox called the meeting to order at 8:30 A.M.

Directors Present: Directors: Dale Cox, Carl Gustafson, Bill Hudson, Fred Illfed and Eric Poulsen

Directors Absent: none

Staff Present: Mike Geary, General Manager; Kathy Obayashi-Bartsch, Secretary to the Board; Pete Bansen, Fire Chief; Danielle Grindle, Finance & Administration Manager; Dave Hunt, District Engineer; Josh Wilson, Operations Specialist II and Thomas Archer, District Counsel.

Others Present: Jessica Grunst, Patti Guilford, Doug Hartline, Ed Heneveld, Bruce Hutchinson, Ethan Manseu, Russ Nygaard, Jay Parker, Mike Sacci, Margaret Skillicorn, John Wilcox, Allen Riley, and John Rogers.

President Cox asked Jay Parker to lead the Pledge of Allegiance.

B. Community Informational Items.

B-1 Friends of Squaw Creek – Ed Heneveld provided an update on the group’s activities including a grant award from the Lahontan Water Board, pending grant applications, creek restoration plans and the stream gauge program.

B-2 Friends of Squaw Valley – none

B-3 Squaw Valley Design Review Committee (SVDRC) – none

B-4 Squaw Valley Municipal Advisory Council (SVMAC) – none

B-5 Squaw Valley Mutual Water Company (SVMWC) – Patti Guilford provided an update on the new rate schedule and system upgrades. She commended District staff for their support and great work.

B-6 Squaw Valley Ski Holdings – none

B-7 Squaw Valley Property Owners Association – none

B-8 Tahoe-Truckee Sanitation Agency – Dale Cox provided an update on the Heiser property issues related to the Truckee River Interceptor relocation and the impact of heavy rainfall on sewer flows and the plant.

C. Public Comment/Presentation.

Public Comment –

Ed Heneveld asked about the status of the ski area’s water supply. Mr. Geary said the water supply for the High Camp and Gold Coast facilities may only be used for non-potable use at this time.

C-1 Recognition of Appreciation – John Wilcox, Director – Resolution 2016-23.

The Board presented Resolution 2016-23 and thanked John Wilcox for his service to the District and the community.

C-2 Recognition of Service – John Rogers, Firefighter/Paramedic – 10 years

The Board presented the recognition of service to John Rogers and thanked him for his service.

C-3 Recognition of Service – Travis Smith, Firefighter/Paramedic – 10 years

Chief Bansen accepted the recognition of service on behalf of Travis Smith.

C-4 SR89/Fanny Bridge Community Revitalization Project.

Russ Nygaard, Project Manager/Engineer and Margaret Skillicorn, Community Outreach Specialist for the SR89/Fanny Bridge Community Revitalization Project and Jay Parker of Tahoe Truckee Sanitation Agency presented information about the project including construction timeline, project benefits, sewer replacement, new sewer alignment and change of ownership.

F-8 2017 Board Room Restoration – 305 Squaw Valley Road.

This item was taken out of order.

The Board reviewed the item, accepted public comment, approved a contract award to Hartline Construction for the restoration of the Board Room located at 305 Squaw Valley Road and authorized the General Manager to execute all contractual documents. They also authorized the General Manager to approve any change orders up to \$10,000 for the contract with Hartline Construction for a built-in listening assistance system and a built-in video projector system.

Mr. Wilson reviewed the item. The damage to the room occurred due to water backing up in a roof drain and leaking through the ceiling of the room. To ensure this does not happen again, a regular roof maintenance schedule is being developed which may include outsourcing the recommended maintenance.

Directors Ilfeld and Gustafson suggested including a built-in listening assistance system in conjunction with the restoration.

President Cox and Chief Bansen suggested adding a built-in video projector system.

Mr. Archer said any upgrades to the facility should be considered as extras or change orders to the basic contract for restoration.

Ms. Obayashi-Bartsch said there is a revision to the contract for an indemnity clause which was recommended by Counsel.

Public Comment –

John Wilcox recommended Doug Hartline for the project.

Patti Guilford asked if there is a requirement to equip the room with a listening assistance system. Chief Bansen said he is unaware of such a requirement. The District has a listening assistance system which is not built into the room but is used for the District's meetings.

Director Gustafson and Patti Guilford suggested District staff contact Ward/Young Architects for suggestions about the problem with the roof.

Directors Poulsen/Ilfeld made a motion to award a contract to Hartline Construction for the restoration of the Board Room located at 305 Squaw Valley Road and to authorize the General Manager to execute all contractual documents; vote was unanimous.

Cox-yes
Gustafson-yes
Hudson-yes
Ilfeld-yes
Poulsen-yes

Directors Hudson/Ilfeld made a motion to authorize staff to approve any change orders up to \$10,000 for the contract with Hartline Construction for a built-in hearing assistance system and a built-in video projector system; vote was unanimous.

Cox-yes
Gustafson-yes
Hudson-yes
Ilfeld-yes
Poulsen-yes

Break 10:35-10:45

D. Financial Consent Agenda Items.

Directors Poulsen and Hudson met with staff on December 19th from approximately 3:30 – 5:00 P.M. to review items D-1 through D-11 as well as other finance related items on this agenda.

Director Poulsen said the committee reviewed the reports and all items appear to be in order. Item D-10 - Progress Payment to Gibson & Company was taken off the agenda as the statement has not been received.

Mr. Geary said item D-8 is the final payment for the land loan.

Public Comment – none

A motion to approve the financial consent agenda was made by Directors Hudson/Gustafson as submitted; vote was unanimous.

Cox-yes
Gustafson-yes
Hudson-yes
Ilfeld-yes
Poulsen-yes

E. Approve Minutes.

E-1 Minutes for the Board of Directors meeting of November 29, 2016.

Public Comment – none

A motion to approve the minutes as presented for the Board of Directors regular meeting of November 29, 2016 was made by Directors Hudson/Poulsen; vote was unanimous, with the exception of Director Ilfeld who abstained.

Cox-yes
Gustafson-yes
Hudson-yes
Ilfeld- abstain
Poulsen-yes

F. Old & New Business.

F-1 Board Member Oath of Office.

The Board accepted public comment and Directors Gustafson, Hudson, Ilfeld and Poulsen were sworn in as Directors.

Public Comment – none

Ms. Obayashi-Bartsch read the oath of office and Directors Gustafson, Hudson, Ilfeld and Poulsen were sworn in as Directors.

A motion was made by Poulsen/Hudson to affirm all motions and votes previously taken; vote was unanimous, with the exception of Director Ilfeld who abstained.

Cox-yes
Gustafson-yes
Hudson-yes
Ilfeld- abstain
Poulsen-yes

F-2 Selection of President and Vice-President.

The Board accepted public comment, nominated and elected Dale Cox to serve as President and Eric Poulsen to serve as Vice-President by adoption of Resolution 2016-24.

Public Comment – none

Hudson/Ilfeld nominated Dale Cox to serve as President for 2017 and Eric Poulsen as Vice-President for 2017; vote was unanimous.

Cox-yes
Gustafson-yes
Hudson-yes
Ilfeld-yes
Poulsen-yes

F-3 2017 Committee Assignments and Appointment.

The Board reviewed the item, accepted public comment and the President determined the 2017 Committee assignments and appointment to Tahoe Truckee Sanitation Agency (T-TSA).

Mr. Geary reviewed the item. President Cox asked the Board for comments and suggestions.

Public Comment –

Patti Guilford suggested water rate issues be part of the subject matter for the Finance and Budget committee.

President Cox determined the 2017 Committee assignments and appointment to T-TSA based on feedback from the Board and the public. The Water Rate Ad Hoc Committee was dissolved. The Committee assignments for 2017 are as follows:

STANDING COMMITTEES			
COMMITTEE	MEETING HELD	MEMBERS	TERM
Personnel & Administrative	As Needed	Chair Hudson Member Ilfeld	Appointed Annually in December
Water & Sewer	As Needed	Chair Cox Member Poulsen	Appointed Annually in December
Finance & Budget	Day preceding Board meeting	Chair Poulsen Member Ilfeld	Appointed Annually in December
Fire Department	As Needed	Chair Gustafson Member Poulsen	Appointed Annually in December
AD HOC COMMITTEES			
Garbage	As Needed	Chair Cox, Member Gustafson	Appointed Annually in December
GMP Advisory	As Needed	Mike Geary, General Manager	Appointed Annually in December
GMP Implementation	As Needed	Full Board	Appointed Annually in December
SVSH-Development Village Project	As Needed	Chair Cox, Member Hudson	Appointed Annually in December
OUTSIDE COMMITTEE APPOINTMENTS			
T-TSA	2 nd Wednesday	Dale Cox	Appointed Annually in December

F-4 Village at Squaw Valley Project Update.

Director Poulsen left the meeting room due to a conflict of interest from an ownership interest.

Mr. Geary and Chief Bansen said there is no new information to report since last month's Board Meeting.

Public Comment – none

F-5 Declare a Type I Fire Engine as Surplus and Authorize Staff to Conduct a Sale.

Director Poulsen returned to the meeting room.

The Board reviewed the item, accepted public comment, declared a 2001 Westates all-wheel drive fire engine as surplus, authorized the Fire Chief to contact local districts and authorized the Fire Chief to determine and execute the most appropriate manner of selling it.

Chief Bansen reviewed the item.

Public Comment – none

President Cox said Sierra County may be very interested in the equipment and suggested contacting them.

Directors Poulsen/Hudson made a motion to declare a 2001 Westates all-wheel drive fire engine as surplus, authorized the Fire Chief to contact local districts about the item and execute the most appropriate manner of selling it; vote was unanimous.

Cox-yes

Gustafson-yes

Hudson-yes

Ilfeld-yes

Poulsen-yes

F-6 Authorize New Signature Cards for the Cash Management Services Agreement, Operating Account, Capital Reserves, and Utility & Fire Departments' Petty Cash accounts with Bank of the West.

The Board reviewed the item, accepted public comment, rescinded Resolutions 2015-18 and 2015-20 and adopted Resolutions 2016-25 and 2016-26.

Ms. Obayashi-Bartsch reviewed the items. Ms. Grindle discussed the process to complete the signature cards.

Public Comment – none

F-6a Directors Gustafson/Poulsen made a motion to rescind Resolution 2015-18 and authorize new signature cards for the Cash Management Services Agreement with Bank of the West by adoption of Resolution 2016-25; vote was unanimous.

Cox-yes

Gustafson-yes

Hudson-yes

Ilfeld-yes

Poulsen-yes

F-6b Directors Poulsen/Hudson made a motion to rescind Resolution 2015-20 and authorize new signature cards at Bank of the West for the Operating Account, Capital Reserve, Utility and Fire Departments' Petty Cash accounts by adoption of Resolution 2016-26; vote was unanimous.

Cox-yes

Gustafson-yes

Hudson-yes

Ilfeld-yes

Poulsen-yes

F-7 Property Lease of District Facility to Squaw Valley Institute – 1810 Squaw Valley Road.

The Board reviewed the item, accepted public comment, approved lease of space at 1810 Squaw Valley Road to the Squaw Valley Institute and authorized the General Manager to execute the agreement.

Mr. Geary and Chief Bansen reviewed the item. Squaw Valley Institute was leasing the downstairs area of the facility but was asked to relocate due to the need for Fire Department staffing in the west valley on peak visitor days. The agreement for reimbursement from Squaw Valley Ski Holdings/Real Estate for Fire Department staffing in the west valley is intended to mitigate heavy traffic and the impacts on response times and operations.

Director Poulsen said the page numbering on the draft agreement should be corrected.

Public Comment –

Patti Guilford asked for an estimate of the personnel cost. Chief Bansen said it is approximately \$1,000 per day and Squaw Valley Ski Holdings/Real Estate will reimburse the District for this expense.

Directors Hudson/Ilfeld made a motion to approve the lease of space at 1810 Squaw Valley Road to the Squaw Valley Institute and to authorize the General Manager to execute the agreement; vote was unanimous.

Cox-yes

Gustafson-yes

Hudson-yes

Ilfeld-yes

Poulsen-yes

Status Reports.

G-1 Fire Department Operations/Capital Projects Report.

Chief Bansen reviewed the report and Fire Operations.

Public Comment – none

G-2 Water & Sewer Operations Report.

Mr. Burks reviewed the report.

Public Comment – none

G-3 Engineering Report.

Mr. Hunt reviewed the report.

Public Comment – none

G-4 Administration Report.

Ms. Obayashi-Bartsch reviewed the report.

Public Comment – none

G-5 Manager's Comments.

Mr. Geary reviewed the report.

Public Comment – none

G-6 Legal Report (verbal).

none

G-7 Director's Comments.

President Cox commented on the intersection of Squaw Valley Road and Highway 89 and lack of safety for pedestrians and bike riders with the current road crossing configuration. He suggested addressing the Tahoe City Public Utility District (TCPUD) about the matter as a representative of the Board with Mr. Geary in attendance. Director Hudson expressed support for President Cox and Mr. Geary to address TCPUD. Mr. Geary suggested strategizing internally to have an efficient and effective outreach to the agencies with jurisdiction over pedestrian safety at the intersection.

Patti Guilford suggested contacting California Highway Patrol or Caltrans about the situation.

Director Poulsen thanked staff for their efforts arranging the holiday dinner.

Director Gustafson commented on the election and impact that perceived water issues may have had on the outcome. He thanked John Wilcox for his service on the Board and said he will miss their discussions.

Director Ilfeld suggested providing information to the public about the SR89/Fanny Bridge Community Revitalization Project by posting a link on the District's website and on printed materials.

H. Adjourn.

Directors made Gustafson/Ilfed made a motion to adjourn at 12:20 p.m.; vote was unanimous.

Cox-yes

Gustafson-yes

Hudson-yes

Ilfeld-yes

Poulsen-yes

By, K. Obayashi-Bartsch