

**REGULAR MEETING MINUTES**  
**July 15, 2015**

**In accordance with District Code Section 2.08.010, the TDPUD minutes are action only minutes. All Board meetings are recorded on a digital format which is preserved in perpetuity and made available for listening to any interested party upon their request.**

**1. CALL TO ORDER**

The meeting of the Board of Directors of the Truckee Donner Public Utility District was called to order at 12:00 P.M. in the TDPUD Board room by President Ellis.

**2. ROLL CALL**

Directors: Bob Ellis, Joe Aguera, Tony Lalotis, Jeff Bender, and Paul Warmerdam.

**EMPLOYEES PRESENT** Michael Holley, Bob Mescher, Steven Poncelet, Trey Griffin, Tricia Phillips, Trisha Ruby, Neil Kaufman, Jim Wilson, Kim Harris, Megan Camp, Joe Horvath, Ian Fitzgerald, Lauren Schaake-Hudson, Stephan Hollabaugh, and Shanna Kuhlemier.

**CONSULTANTS PRESENT** Steve Gross

**OTHERS PRESENT** Lisa Mescher

**3. PLEDGE OF ALLEGIANCE**

Director Warmerdam led the Pledge of Allegiance.

**4. CHANGES TO THE AGENDA**

There were no changes.

**5. PUBLIC INPUT**

President Ellis called for public comment, there were none.

General Manager, Michael Holley introduced Megan Camp. The District's new GIS Specialist.

**6. DIRECTOR UPDATE**

There were no Director updates.

**CONSENT CALENDER**

**7.** Consideration of Increasing the Annual Blanket Contract Amount for Recloser and Control Purchases. (Minute Number Order 2015-54)

- Authorize an increase to the annual amount for reclosers and controls with Cooper Power Systems from \$140,000 to \$200,000.

**8.** Consideration of Fleet Repair from Silver State Truck Services. (Minute Order Number 2015-55)

- Authorize repair of Unit 226, at Silver State International and a combined yearly total, not to exceed amount of \$55,000.

**9.** Authorize the General Manager to Enter into a Contract for On-Call Construction Management Services. (Minute Order Number 2015-56)

- Authorize the General Manager to enter into a contract for on-call construction inspection services in an amount not to exceed \$30,000.
- 10. Revised Authorization Limit for the Purchase of Water Meters and Meter Transmitter Units.**(Minute Order Number 2015-57)
- Authorize the purchase of water meters and MTUs as necessary from FY 2015 forward in an amount not to exceed \$100,000 per year.
- 11. Consideration of a Contract with Sitka Technology Group for Software Integration and Development.** (Minute Order 2015-58)
- Authorize the General Manger to enter into a professional services contract with Stitka Technology Group for software development series in an amount no to exceed \$55.000 in a contract form acceptable by District Counsel.
- 12. Appoint an Interim Treasurer for the District.** (Minute Order Number 2015-63)
- Board to appoint Tricia Phillips as Interim Treasurer.
- 13. Consider a Contract for Public Access Electric Vehicle Service Equipment (EVSE).** (Minute Order Number 2015-59)
- Authorize the General Manager to enter into a contract with Greenlots for an amount of \$38,893 plus a 10% change order allowance for an amount not to exceed \$42,783 plus tax and shipping.

President Ellis called for public comment, there were none.

Director Laliotis moved, and President Ellis seconded, that the Board approve the consent calendar. The motion passed unanimously (5-0) by a roll call vote.

## **ACTION ITEMS**

- 14. Reject the Claim from Mark Steiner.**

Director Warmerdam recused himself due to a business deal.

Kim Harris provided a presentation which is available upon request.

President Ellis called for public comment, there were none.

District Counsel Gross explained the development agreement has not been satisfied, therefore there should not be a refund. The District will consider their options when the whole development is complete.

District Counsel Gross stated the letter submitted from Brenner is a dispute between Mr. Steiner and Ms. Ash, and does not concern the District.

Neil Kaufman stated a draft development agreement has been provided to Ms. Ash as of April. Nothing has been signed, at this point the District only has an application submitted.

Director Laliotis moved, and Director Aguera seconded, that the Board approve the staff recommendation. The motion passed unanimously (4-0) by a roll call vote. Director Warmerdam was recused.

- 15. Reject the Claim from Mimi Ash.**

Kim Harris provided a presentation which is available upon request.

President Ellis called for public comment, there were none.

Director Bender moved, and Director Lalotis seconded, that the Board approve the staff recommendation. The motion passed unanimously (4-0) by a roll call vote. Director Warmerdam was recused.

**16.** Consideration of a Contract for Repair of a Failed Transformer at Truckee Substation and Dispensing with Competitive Bidding. (Minute Order Number 2015-60)

Joe Horvath provided a presentation which is available upon request.

President Ellis called for public comment, there were none.

Board Discussion:

- The Truckee substation needs a spare.
- Discussion on refurbished versus a new transformer.

President Ellis moved, and Director Aguera seconded, that the Board approve the staff recommendation. The motion passed unanimously (5-0).

**17.** Discussion and Possible Action Regarding Appointment of NCPA Commissioner  
This item concerns the replacement of the existing NCPA Commissioner with a new elected.

Steve Hollabaugh provided a presentation which is available upon request.

President Ellis called for public comment, there were none.

President Bender moved, and Director Warmerdam seconded, that the Board appoint President Ellis to serve as the NCPA Commissioner, The motion passed unanimously (5-0).

**18.** Consideration of a Resolution to Commend Robert Mescher for His Years of Service  
This item involves adopting a resolution for Robert Mescher for his years of service.

Kim Harris provided a presentation which is available upon request.

President Ellis called for public comment, there were none.

Director Aguera moved, and President Ellis seconded, that the Board approve the staff recommendation. The motion passed unanimously (5-0).

## **WORKSHOPS**

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**19.** Electric Meter Replacement Program, including a proposed Advanced Metering Infrastructure pilot project for implementation in the District.

Joe Horvath provided a presentation which is available upon request.

Board Discussion:

- When the pilot project is finished the equipment would either be removed or implemented District wide at the pleasure of the Board.
- The 300 meters can be installed in three to four days using about four people.

President Ellis called for public comment, there were none.

The Board Consensus was to move forward.

## **20. Review of the Water Department Capital Improvement Program.**

Neil Kaufman provided a presentation which is available upon request.

President Ellis called for public comment, there were none.

Board Discussion:

- Life expectancy of the piping is 75 to 100 years.
- Staff provided good information and has an excellent plan.
- Inspectors are there daily for the District.
- Discussed a second main replacement this year.

The Board Consensus was to move forward and bid the second main replacement project.

## **21. Review and Adopt Title 9 of District Code, Plug-In Electric Vehicle Charging.**

Steven Poncelet provided a presentation which is available upon request.

President Ellis called for public comment, there were none.

The Board Consensus was to move forward.

## **ROUTINE BUSINESS**

President Ellis called for public comment, there were none.

### **22. Treasurers Report: June 30, 2015.**

**a)** Approval of the Treasurers report of fund balances as of May 31, 2015. Director Bender moved, and Director Lalotis seconded, that the Board approve the Treasurer's report. The motion passes unanimously (5-0) by a roll call vote.

**b)** Approval of disbursements for June 2015. President Ellis moved, and Director Aguera seconded, that the Board approve the disbursements. The motion passed unanimously (5-0).

**23.** Approval of Minutes for June 3, 8, and 11, 2015. Director Lalotis moved, and Director Bender seconded, that the Board approve the minutes. The motion passed unanimously (5-0).

The Board reconvened at 7:46 p.m.

**CLOSED SESSION - 7:46 p.m.**

**24.** Closed Session Pursuant to Government Code Section 54957, Public Employee Performance Evaluation - General Manager's Performance Plan Review - no reportable action.

**25.** Conference with labor negotiators: Section 54957.6 of the Government Code. District Representative: Michael D. Holley. Employee representative: ISEW Local 1245 - no reportable action.

**RETURN TO OPEN SESSION – 9:02 p.m.**

**ADJOURNMENT**

Director Bender moved, and Director Laliotis seconded, that the Board adjourn the meeting at 9:02 p.m. The motion passed unanimously (5-0).

There being no further business before the Board, the meeting was adjourned at 9:02 p.m. to the next scheduled meeting of the Truckee Donner Public Utility District on August 19, 2015 at 6:00 P.M.

**TRUCKEE DONNER PUBLIC UTILITY DISTRICT**

\_\_\_\_\_  
**Bob Ellis, President**

Prepared by \_\_\_\_\_  
**Shanna D. Kuhlemier, CMC, Deputy District Clerk**