



MINUTES

REGULAR MEETING OF THE NORTH TAHOE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS Tuesday, January 12, 2021 at 2:00 P.M. Via Teleconference

CALL TO ORDER/ESTABLISH QUORUM

The regular meeting of the North Tahoe Public Utility District Board of Directors was held on Tuesday, January 12, 2021, 2:00 p.m. via teleconference. The Directors in attendance were President Coolidge, Directors Mourelatos, Thompson, Hughes, and Daniels.

CALL TO ORDER/OPEN SESSION/PLEDGE OF ALLEGIANCE/REVIEW AGENDA

President Coolidge opened the meeting to the public at 2:00 p.m. The pledge of allegiance was recited. District Staff in attendance included General Manager Johnson, Engineering and Operations Manager Pomroy, Chief Financial Officer Van Cleave, Administrative Manager Holt, Utility Operations Manager Fischer, Public Information Officer Broglio and Administrative Liaison Moga. Counsel Nelson was also present.

PUBLIC COMMENT AND QUESTIONS (2:05 P.M.) -

Pippin Mader made a public comment regarding current events and TTSA matters.
Jane Davis made a public comment regarding TTSA matters.

There were no further requests for public comment.

EMPLOYEE ANNIVERSARY AWARDS – 15 years of Service

Utility Operations Manager (UOM), Ken Fischer, introduced John Greybeck, District Mechanic. UOM Fischer and GM Johnson spoke about Johnny's service and dedication. The Board thanked Johnny for his service.

MANAGEMENT TEAM INFORMATIONAL UPDATES:

Tahoe-Truckee Sanitation Agency (T-TSA) Report - Lane Lewis, TTSA Representative, provided highlights from his report. He noted the majority of the TTSA meeting was regarding the Carollo report and organizational assessment. Director Daniels inquired about a public member's comment regarding employees and new position. Mr. Lewis noted TTSA took the recommendation made by the Carollo's Organizational Assessment for additional positions in GIS, Accounting, and eventually in the lab once a lab manager is hired. Director Hughes inquired if the Carollo report was a public record. Mr. Lewis stated the employees that were included in the report were asked confidentially of their opinion and their names will not be made public.

Recreation and Parks Commission Report – Recreation & Parks Commissioner Charles Teran provided highlights from the Recreation and Parks Commission December meeting. He reported bids for Field 4 will open in February. He stated Snowfest is cancelled, but some events might be held virtually. The Board and Commissioner Teran briefly discussed the upcoming Tourism, Business Improvement District that was recently passed (TBID). Commissioner Teran noted a draft of the garden agreement will come forward at the January

Commission meeting.

General Manager/CEO Report - General Manager (GM) Johnson provided highlights from his report. He announced Stay-at-home order has been lifted for greater Sacramento. He reported the District is actively recruiting for Rec Supervisor position. The Board and GM Johnson held a brief discussion about adjusting the rate relief program to allow for someone to apply for a second time. GM Johnson noted rate relief program applications have increased due to outreach efforts but can bring the program item back for a future discussion.

Public Information Officer Report - GM Johnson introduced Justin Broglio, the District's new PIO. In response to Director Mourelatos inquiry about communication subcommittee, GM Johnson noted an ad hoc committee meeting will be schedule once Justin gets up to speed.

Accounting Department Report for month ending November 30, 2020 - Chief Financial Officer (CFO), Vanetta Van Cleave, provided highlights from her report including revenues at NTEC during COVID. She provided the Treasure's report. Director Thompson inquired about borrowing money for capital projects with low interest rates. GM Johnson stated a plan and strategy needs to be developed prior to discussing and considering the borrowing option.

Park and Facilities Department Report - Administrative Manager (AM) Loren Holt provided highlights from his report. He noted a grant item will be on the Placer County Board of Supervisors' agenda today for Field 4 expansion and ADA trail. He reported the Park has been busy with Tahoe Tree Tops operating on the weekends.

Planning and Engineering Department Report - EOM Joe Pomroy provided highlights from the Engineering report. He provided a brief status update of the bid process for National Sewer Pump Station. Director Thompson inquired about generators. EOM Pomroy spoke about stations with generators, portable generators, and mutual aid agreement with neighboring Districts. GM Johnson spoke about conversion to natural gas, reliability, and exemptions. He noted this will be discussed during the Risk and Resiliency process. Director Hughes spoke about TRPA regulation on generators and advised them to speak with Mr. McNamara of NTFPD.

Utility Operations Department Report - Utility Operations Manager (UOM) Ken Fischer, highlighted items from his report. President Coolidge congratulated his crew for meeting goals despite COVID challenges. The Board and Staff spoke about 20% by 2020 projections pending the census report.

Legal Report - Legal Counsel, Josh Nelson, provided an update. He spoke about voter approval requirements for ballot initiative 50% votes versus special tax 2/3 vote. He noted a recently published decision noted a simple majority vote would be required if the community proposed a special tax via ballot initiative. The Board and District Counsel discussed the details and possibilities.

Board Committee Reports – Director Daniels noted Mountain Housing Council will meet this Friday from 8-11 a.m. via Zoom. Director Thompson noted the D&P Committee approved Development and Planning items on the consent calendar.

CONSENT CALENDAR:

- Approve Accounts Paid and Payable for the period from December 8, 2020
- through January 11, 2021
- Approve Minutes of the December 8, 2020 Regular Meeting
- Adopt Resolution 2021-01 Establishing an Investment Policy for 2021
- Authorize General Manager to file Notice of Completion for Zone 2 Water Main Loop project

MOTION: Director Thompson moved to approve the consent calendar. Director Hughes seconded the motion which passed by roll call (5-0).

GENERAL BUSINESS

Approve Job Descriptions and Salary Schedules for Engineering Manager and Senior Engineer

GM Johnson introduced the item. In response to Director Mourelatos' inquiry, GM Johnson provided a comparison of the utility districts in the Basin. GM Johnson noted its important to have in-house expertise to hold contractors accountable and to ensure design and construction meet the needs and expectations of the District and community. GM Johnson noted D&P and Personnel Committees recommend approval. The Board members spoke about history of the District with pay-as-you-go and outsourcing projects. They discussed how the District's philosophy has changed over time with funds and capital. In response to Director Mourelatos' inquiry as to whether the proposal was sufficient given the District's capital project plans, GM Johnson stated we can get these positions filled and then speak more about additional staffing needs during strategic planning sessions.

MOTION: Director Daniels moved to approve Job Descriptions and Salary Schedules for Engineering Manager and Senior Engineer. Director Hughes seconded the motion which passed unanimously by roll call (5-0). President Coolidge added there were typos in the job description that will be fixed.

Authorize the General Manager to Execute a Professional Services Agreement with HDR Engineering for Preparation of the 2020 Urban Water Management Plan

EOM Pomroy introduced the item. GM Johnson provided background on the previous Urban Water Management Plan. The Board and Staff discussed the plan, timing, reasons for selecting this particular vendor without performing an RFQ. Director Thompson stated D&P Committee agreed with this analysis and recommended approval these items. The Board members discussed by outsourcing this plan, it allows our Staff to focus on higher priority projects.

MOTION: Director Thompson moved to approve authorizing the General Manager to Execute a Professional Services Agreement with HDR Engineering for Preparation of

the 2020 Urban Water Management Plan. Director Mourelatos seconded the motion which passed by roll call (5-0).

Authorize the General Manager to Execute a Professional Services Agreement with HDR Engineering for the Risk and Resilience Assessment for Federal Compliance with the American Water Infrastructure Act of 2018

EOM Pomroy introduced the item. GM Johnson noted the previous item's discussion about the vendor selection also applies to this item. He spoke about technical strength and expertise of HDR. Director Hughes noted the D&P Committee discussed this extensively and agreed with scope and approach. The Board and GM Johnson discussed anticipating and addressing issues that are identified in the plan to prevent potential risks. GM Johnson noted the District has a robust IT master plan with continuity in place with SCADA, network, and servers. The Board discussed rapidly changing technology and strategic and budget planning to address future needs discovered during this process.

MOTION: Director Daniels moved to authorize the General Manager to Execute a Professional Services Agreement with HDR Engineering for the Risk and Resilience Assessment for Federal Compliance with the American Water Infrastructure Act of 2018. Director Thompson seconded the motion which passed unanimously by roll call (5-0).

Update and Discussion of District Escrow Process

CFO Van Cleave introduced the item. She spoke about fees and GM Johnson reviewed sewer lateral pressure testing requirements. The Board provided input and direction on fees and testing. The Board members agreed with the proposed recommendations. Director Daniels thanked CFO Van Cleave and GM Johnson for their work on this. She stated she got feedback from escrow companies, realtors, and contractors. She stated she liked this direction and appreciated administrative time-saving adjustments. GM Johnson noted this topic will come back as an action item with updated language changes.

BOARD COMMENTS – There were no comments.

LONG RANGE CALENDAR – GM Johnson highlighted items from the long-range calendar. He spoke about the need to schedule a special board meeting to discuss the possibility of extending emergency benefits around sick leave and expansion of FMLA due to the corona virus pandemic. The board decided Friday, 1/22, 8:30 a.m. for a special board meeting.

At 6:03 p.m. the Board of Directors convened into the North Tahoe Business Corporation meeting. The North Tahoe Business Corporation meeting adjourned and reconvened the NTPUD Board of Directors regular meeting at 6:08 p.m.

PUBLIC COMMENT AND QUESTIONS

There were no requests for public comment. President Coolidge closed the public comment period.

CLOSED SESSION

PUBLIC EMPLOYEE PERFORMANCE EVALUATION – Pursuant to Section 54957. Title:
Chief Financial Officer

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION – (Paragraph (1) of subdivision (d) of Section 54956.9) Name of case: NTPUD Water Rights Applications A001379, A017149, A017235, A018414, A012574, A023475, A023727, SWRCB

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION – (Paragraph (1) of subdivision (d) of Section 54956.9) Case name unspecified: Settlement negotiations

ADJOURNMENT

President Coolidge reported there was no reportable action taken during Closed Session.

There being no further business to come before the Board, the meeting adjourned at 6:59 p.m.