



MINUTES

REGULAR MEETING OF THE NORTH TAHOE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS

Tuesday, August 10, at 2:00 p.m.
Via Teleconference

CALL TO ORDER/ESTABLISH QUORUM

The North Tahoe Public Utility District Board of Directors' regular meeting was held on Tuesday, August 10, 2021, at 2:00 p.m. via teleconference. The Directors in attendance were President Coolidge, Directors Mourelatos, Daniels, Hughes, and Thompson. 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 Justin Broglio, and Administrative Liaison Moga. Counsel Nelson was also present. The pledge of allegiance was recited.

CALL TO ORDER/CLOSED SESSION (2:00 P.M.)

1. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION** – Pursuant to Section 54957. Title: General Manager/CEO
2. **CONFERENCE WITH LABOR NEGOTIATORS** - Pursuant to Section 54957.6. Agency Designated Representative: Sarah Coolidge, President. Unrepresented Employee: General Manager
3. **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION –** Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: 1 case
4. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION –** (Paragraph (1) of subdivision (d) of Section 54956.9) Case name unspecified: Settlement negotiations

No reportable action was taken during closed session. There were no changes to the agenda. The pledge was recited.

PUBLIC COMMENT AND QUESTIONS (3:05 p.m.) – There were no requests for public comment.

MANAGEMENT TEAM INFORMATIONAL UPDATES:

Tahoe-Truckee Sanitation Agency (T-TSA) Report – Lane Lewis, TTSA Representative, provided highlights from his report. In response to Director Coolidge's inquiry regarding flow monitor and calibration, Mr. Lewis noted the State Water Quality Control Board had no objections. He noted Dollar Point was last calibrated in April 2021 and will be calibrated every six months. He reported they didn't have to make any adjustments to the monitor as it was reading correctly. Director Hughes stated she would like to see the calibration records included in the board report. President Coolidge congratulated Mr. Lewis on the new audit services. Director Mourelatos requested to reschedule the TTSA tour.

Recreation and Parks Commission Report – The Recreation & Parks Commission regular meeting scheduled for July 22 was cancelled.

General Manager/CEO Report – General Manager (GM) Johnson provided highlights from his report including COVID Delta Variant case impacts. He provided an updated regarding the status of the Infrastructure Bill for potential alignment with current water infrastructure capital improvement projects and other opportunities. GM Johnson and Board members formally thanked AM Holt for his accomplishments. In response to Director Daniels' inquiry about testing for COVID in sewer system, GM Johnson noted he will meet with the area managers and will discuss it.

Public Information Officer Report – Public Information Officer, Justin Broglio, provided highlights from his report. The Board and Staff discussed identifying and refining brand identity for the PUD.

Accounting Department Report for the month ending June 30, 2021 – Chief Financial Officer (CFO), Vanetta Van Cleave, provided highlights from her financial report. The Board and Staff held a discussion regarding reserve amounts and strategic draw down for capital improvement projects. The Board and Staff also discussed COVID impacts on the budget. CFO Van Cleave provided the Treasurer's report.

Park and Facilities Department Report – Administrative Manager (AM) Loren Holt provided highlights from his report. He thanked the board for their support over the years. Director Hughes encouraged a vehicle survey for the park visitors.

Planning and Engineering Department Report – EOM Joe Pomroy provided highlights from his report. The Board members complimented him on his report with pictures.

Utility Operations Department Report – Utility Operations Manager (UOM) Ken Fischer highlighted items from his report. Director Daniels noted she is happy with the water consumption. He spoke about wildfires.

Legal Report – Legal Counsel Josh Nelson provided highlights from his report. He spoke about net income for reserves and rate study.

Board Committee Reports – President Coolidge reported the Finance Committee recommends approval of the consent items. Director Thompson reported Development & Planning Committee recommends approval of the consent items.

CONSENT CALENDAR:

- Approve Accounts Paid and Payable for the period from July 13, 2021, through August 9, 2021
- Approve Minutes of the July 13, 2021, Regular Board Meeting
- Authorize the General Manager to Execute a Professional Services Agreement with Farr West Engineering for Engineering Design Services for the Packaged Satellite Sewer Pump Station Improvements Project and the S-3 Electrical Improvements Project

- Authorize the General Manager to Execute a Purchase Order with MityLite, Inc. for Replacement Event Chairs for the North Tahoe Event Center
- Authorize the General Manger to Execute the Tahoe Truckee Area Agreement for Mutual Emergency Aid

In response to Director Daniels inquiry about the Farr West item, GM Johnson spoke about the selection process and noted competitive bidding is not required for this item as it is not a construction project; its professional services.

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

GENERAL BUSINESS

Authorize the General Manager to Execute a Professional Services Agreement with ENS Resources for Federal Legislative Advocacy Services - GM Johnson introduced the item. Director Daniels spoke about the benefit of these agreements and inquired about return on investment. GM Johnson spoke about long-term investments with strategic work. He spoke about ROI for projects and the importance of participating in the strategy. The Board and Staff discussed the possibility of funding for broadband for emergency purposes. GM Johnson spoke about funding for water infrastructure; however, there isn't a lot of opportunity for sewer infrastructure. In response to Director Mourelatos' inquiry, GM Johnson noted he will provide an update in his report. He noted ENS provides a monthly and annual report.

MOTION: Director Thompson moved to Authorize the General Manager to Execute a Professional Services Agreement with ENS Resources for Federal Legislative Advocacy Services. Director Daniels seconded the motion which carried unanimously by roll call (5-0).

Public Employee Compensation – Title: General Manager/CEO - Consider Action and Salary Adjustment based on General Manager/CEO Performance Review - GM Johnson introduced the item. President Coolidge noted we have been discussing and reviewing the GM and this past year during closed session for several months. She stated given the leadership core values that we created and follow; the Board believes our GM has done an outstanding job during these uncertain times. She added that no one in our community had to worry about water and sewer last year. All of our staff did a great job.

MOTION: President Coolidge moved to approve a one-time performance bonus of ten percent (10%), and a 2.4% increase to base salary, effective the pay period that began on August 8th. Director Daniels seconded the motion. The Board members thanked and complimented GM Johnson for his hard work. The motion carried (5-0) by roll call.

BOARD COMMENTS:

Director Thompson spoke about the need for available workforce housing. He requested an agenda item to discuss it. Director Mourelatos spoke about the wildfire smoke impacts to the region. He inquired about the impacts on water quality. President Coolidge stated she has been appointed to the CAP committee.

LONG RANGE CALENDAR:

GM Johnson inquired about in-person meeting desire. The board decided to try to meet in-person pending additional impacts from COVID.

PUBLIC COMMENT: There were no requests for public comment.

ADJOURNMENT – There being no further business to come before the Board, the meeting adjourned at 5:04 p.m.