

**OLYMPIC VALLEY PUBLIC SERVICE DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES #875  
DECEMBER 15, 2020**

*Agenda with board packet and staff reports is available at the following link:  
<https://www.ovpsd.org/board-agenda-december-2020>*

**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, Katy Hover-Smoot, Bill Hudson, Fred Ilfeld, and Victoria Mercer

**Directors Absent:** None

**Staff Present:** Thomas Archer, District Counsel; Jessica Asher, Board Secretary; Brandon Burks, Operations Manager; Brad Chisholm, Fire Captain; Mike Geary, General Manager; Danielle Grindle, Finance & Administration Manager; Jessica Grunst, Account Clerk II and Human Resources Specialist; Fabienne Gueissaz, Office Supervisor; Dave Hunt, District Engineer; Alexa Kinsinger, Junior Engineer; Allen Riley, Fire Chief; Nicole Whiteman, Temporary Administrative Assistant.

**Others Present:** Andrew Lange, Pippin Mader, Jane Davis

President Cox led the Pledge of Allegiance.

**B. Community Informational Items.**

**B-1** Friends of Squaw Creek (FOSC) – None.

**B-2** Friends of Squaw Valley (FOSV) – 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) – Mr. Burks provided an update. The well and well-house rehabilitation projects are almost completed and the MWC is preparing the 2021 pipe replacement projects for bid this spring.

**B-6** Squaw Valley Property Owners Association (SVPOA) – None.

**B-7** Mountain Housing Council of Tahoe Truckee (MHC) – Director Ilfeld said that he, as part of the MHC's statewide policy subcommittee, will be lobbying on behalf of the region and that the subcommittee has developed tasks based on the California Legislative sessions. There was a discussion about Placer County's Workforce Housing Preservation Program (deed restriction program).

**B-8** Tahoe-Truckee Sanitation Agency (T-TSA) – President Cox reviewed the T-TSA Board Meeting summary provided in the Board Packet as exhibit B-8 and discussed the Organizational Assessment performed by Carollo Engineering, Inc. Pippin Mader and Jane Davis provided comment. Jessica Asher noted that Pippin Mader, Carl Davis, and Steve Parsons provided letters to the Board on December 14<sup>th</sup> and 15<sup>th</sup>, which were sent to all directors and are available per request by the public. The District requested that the public provide comments in a timelier manner so they can be distributed and reviewed by the Board in advance of the meeting.

**APPROVED**

SIGNATURE: 

DATE: 01/26/2021

- B-9** Capital Projects Advisory Committee (CAP) – Ms. Grindle stated that the CAP Committee voted on their recommendations for project approval by the Board of Supervisors. The SNOW Museum requested \$225,000, of which \$75,000 was approved which included the engineering consulting work. At the next meeting, the Committee expects to be provided updates on the Tourism Business Improvement District (TBID) and the Tourism Master Plan, which will be revised in 2022. Ms. Grindle will serve on the committee for another two years.
- B-10** Firewise Community –Mr. Geary said that the District executed the contract with Deer Creek Resources and a cost-share agreement for the Community Wildfire Protection Plan.

**C. Public Comment/Presentation.**

None.

**D. Financial Consent Agenda Items.**

Directors Hover-Smoot and Mercer convened with staff on December 14, 2020, from approximately 3:00 – 3:45 p.m. to review items D-1 through D-11, F-7 *CalPERS Unfunded Accrued Liability – Additional Payment*, F-6 *Flexible Benefit Plan Amendment*, and other finance-related items on the agenda. Director Mercer provided a summary of the meeting.

Public Comment – None.

Director Hover-Smoot made a motion to approve the financial consent agenda which was seconded by Director Ilfeld. A roll call vote was taken. The motion passed.

- Cox – Yes
- Hover-Smoot – Yes
- Hudson – Yes
- Ilfeld – Yes
- Mercer – Yes

**E. Approve Minutes.**

**E-1 Minutes for the Board of Directors Regular Meeting of November 17, 2020.**

The Board reviewed the minutes, accepted public comment, and approved the minutes for the Board of Directors regular meeting of November 17, 2020.

Public Comment – None.

Director Hover-Smoot made a motion to approve the minutes for the Board of Directors meeting of November 17, 2020, which was seconded by Director Ilfeld. A roll call vote was taken. The motion passed.

- Cox – Yes
- Hover-Smoot – Yes
- Hudson – Yes
- Ilfeld – Yes
- Mercer – Yes

**F. Old & New Business.**

**F-1 Community Update – OVPSD Response to COVID-19**

The Board reviewed the item and accepted public comment.

Brandon Burks provided an update on the District’s response to the COVID-19 pandemic. The District has been incorporating updated guidelines from the State, California OSHA, and CDC into the District’s operations and working with staff as needed due to distance learning and other challenges related to the pandemic. The administrative personnel continues to work remotely when possible. The Directors discussed the increase in positivity and the stay at home order.

Public Comment – None.

**F-2 Board Member Oath of Office.**

The Board accepted public comment, and Director Hover-Smoot, Ilfeld, and Mercer performed the Oath of Office.

Public Comment – None.

**F-3 Selection of President and Vice-President.**

The Board accepted public comment and elected Dale Cox to serve as President and Bill Hudson to serve as Vice-President by the adoption of Resolution 2020-24.

The Directors agreed that President Cox and Vice-President Hudson have been doing an excellent job of performing their Board duties and they were nominated to continue serving in their respective positions. Each graciously accepted the responsibility.

Public Comment – None.

Director Hudson nominated Director Cox to serve as President for the 2021 calendar year, which was seconded by Director Hover-Smoot. Director Ilfeld nominated Vice-President Hudson to serve as Vice-President for the 2021 calendar year, which was seconded by Director Mercer. A roll call vote was taken, the motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

**F-4 2021 Committee Assignments and Appointments.**

The Board reviewed the item, accepted public comment and the President determined the 2021 Committee assignments, including appointment to outside committees (Mountain Housing Council and North Lake Tahoe Transportation Authority).

Director Cox reviewed the staff report. Mr. Geary reviewed some of the anticipated responsibilities of each committee in the next year. The Directors agreed that it is important to rotate appointments but felt that consistency would be helpful over the next year and proposed no changes to the committee assignments.

Public Comment – None.

The Committee assignments for 2021 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 Mercer	Appointed Annually in December
Finance & Budget	The day preceding the Board meeting	Chair Mercer, Member Hover-Smoot	Appointed Annually in December
Fire Department	As Needed	Chair Hudson, Member Hover-Smoot	Appointed Annually in December
Parks & Recreation	As Needed	Chair Ilfeld, Member Hudson	Appointed Annually in December
Garbage	As Needed	Chair Cox, Member Hover-Smoot	Appointed Annually in December
OTHER APPOINTMENTS			
Village at Squaw Valley Specific Plan Development Agreement	As Needed	Director Hover-Smoot, Director Ilfeld	Appointed by Board as Needed.
OTHER APPOINTMENTS			
T-TSA	3 <sup>rd</sup> Wednesday	Director Cox	Appointed by Board
GMP Advisory	As Needed	Mike Geary, General Manager	Appointed by Board
GMP Implementation	As Needed	Full Board	Not Applicable
Mountain Housing Council	As Needed	Director Ilfeld	Appointed by Board
North Tahoe Transportation Authority	As Needed	Director Hudson	Appointed by Board

Director Hudson made a motion to make no changes to the committee assignments, which was seconded by Director Hover-Smoot. A roll call vote was taken. The motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

#### F-5 2021 Board Meeting Schedule.

The Board reviewed the item, accepted public comment, and adopted a meeting schedule for 2021.

Ms. Asher reviewed the staff report. The Directors discussed that while they are hopeful to meet in person soon, they have been impressed with the District’s use of technology and hope staff will consider how best to incorporate technology into future meetings.

Public Comment – None

Director Hover-Smoot made a motion to establish a schedule for regular meetings for the 2021 calendar year as follows:

- January 2021 – October 2021: Last Tuesday of the month at 8:30 am.
- November 2021: 3<sup>rd</sup> Tuesday of the month, Nov. 16<sup>th</sup> at 8:30 am.
- December 2021: 2<sup>nd</sup> Tuesday of the month, Dec. 14<sup>th</sup> at 8:30 am.

The motion was seconded by Director Mercer. A roll call vote was taken. The motion passed.

Cox – Yes  
Hover-Smoot – Yes  
Hudson – Yes  
Ilfeld – Absent  
Mercer – Yes

**F-6 Flexible Benefit Plan Amendment.**

The Board reviewed the item, accepted public comment, and adopted Resolution 2020-25 to approve the Flexible Benefit Plan Amendment with Beniversal, Inc.

Ms. Grindle reviewed the staff report.

Public Comment – None

Director Hudson made a motion to adopt Resolution 2020-25 to approve the Flexible Benefit Plan Amendment with Beniversal, Inc., which was seconded by Director Hover-Smoot. A roll call vote was taken. The motion passed.

Cox – Yes  
Hover-Smoot – Yes  
Hudson – Yes  
Ilfeld – Yes  
Mercer – Yes

**F-7 CalPERS Unfunded Accrued Liability – Additional Payment.**

The Board reviewed the item, accepted public comment, and approved an additional payment as budgeted towards the Unfunded Accrued Liabilities (UAL) for CalPERS Safety and Miscellaneous Pension Plans in the amount of \$230,000 and \$600,000, respectfully.


Ms. Grindle reviewed the staff report. After this payment staff anticipates that UAL Miscellaneous plan will be approximately 90% funded and the safety plan will be approximately 81% funded. The Fire Department will not need to take an inter-company loan as budgeted due to surplus funds from strike team revenue. There was a discussion about how CalPERS recognizes returns and deficits and the District's plan to fund post-employment benefits once both plans are paid to a 90% funded level.

Public Comment – None

Director Hover-Smoot made a motion to approve an additional payment as budgeted towards the Unfunded Accrued Liabilities (UAL) for CalPERS Safety and Miscellaneous Pension Plans in the amount of \$230,000 and \$600,000, respectfully. The motion was seconded by Director Ilfeld. A roll call vote was taken. The motion passed.

Cox – Yes  
Hover-Smoot – Yes  
Hudson – Yes  
Ilfeld – Yes

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SIGNATURE:   
DATE: 01/26/2021

Mercer – Yes

**F-8 Sewer Line Easements – APN 096-230-039.**

The Board reviewed the item, accepted public comment, and adopted Resolution 2020-26 and 2020-27 authorizing the execution of a quitclaim deed abandoning a sewer line easement and authorizing execution of sewer pipeline easement with Painted Rock, LLC at 5038 River Road; APN #096-230-039.

Mr. Hunt reviewed the staff report.

Public Comment – None

**A. Sewer Line Easement Abandonment – APN 096-230-039.**

Director Mercer made a motion to adopt Resolution 2020-26 authorizing the execution of a quitclaim deed abandoning a sewer line easement at 5038 River Road; APN #096-230-039. The motion was seconded by Director Ilfeld. A roll call vote was taken. The motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

**B. Sewer Pipeline Easement – APN 096-230-039.**

Director Hover-Smoot made a motion to adopt Resolution 2020-27 authorizing the execution of a sewer pipeline easement from Painted Rock, LLC at 5038 River Road; APN #096-230-039. The motion was seconded by Director Hudson. A roll call vote was taken. The motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

**F-9 Pressure Zone 1A Project – Engineering Planning Services – Farr West Engineering.**

The Board reviewed the item, accepted public comment and approved a professional services agreement with Farr West Engineering for consulting services for the Pressure Zone 1A Project and authorized the General Manager to execute all contractual documents.

Mr. Hunt reviewed the staff report. There was a discussion about the importance of pressure reducing valves to reduce water main pressure while existing pressure valves at houses only reduce pressure within the buildings. The Board and Staff discussed utilizing in-house expertise as much as possible and reviewed the value of consultant support.

Public Comment – None

Director Hover-Smoot made a motion to approve a professional services agreement with Farr West Engineering for consulting services for the Pressure Zone 1A Project and authorize the General Manager to execute all contractual documents. The motion was seconded by Director Mercer. A roll call vote was taken. The motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Absent (*Audio Issues*)

Mercer – Yes

**F-10 California Fire Assistance Agreement Update – Name Change.**

The Board reviewed the item, accepted public comment, and updated the agreement for the *California Fire Services and Emergency Rescue Mutual Aid System* to change the name to Olympic Valley Fire Dept. and re-authorized overtime and portal-to-portal pay for employees by the adoption of Resolution 2020-28.

Chief Riley reviewed the staff report.

Public Comment – None

Director Hover-Smoot made a motion to adopt Resolution 2020-28 updating the agreement for the *California Fire Services and Emergency Rescue Mutual Aid System* to change the name to Olympic Valley Fire Dept. and re-authorizing overtime and portal-to-portal pay for employees. The motion was seconded by Director Mercer. A roll call vote was taken. The motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

**G. Management Status Reports.**

**G-1 Fire Department Report**

Chief Riley reviewed the report. Three seasonal firefighters started yesterday which allows the Department to achieve 5-4 staffing, maintain 2-in and 2-out best practices, and run simultaneous calls. The Department has seen average or above-average call volume and anticipates average call volume over the holiday season despite the stay-at-home order.

**G-2 Water & Sewer Operations Report**

Mr. Burks reviewed the report. Water production has decreased. The aquifer level is lower than normal due to the lack of early rain events. The Operations Department is plowing and sanding the bike trail. Leak notifications are less than average. Staff is investigating seasonal water loss that is higher in the summer and fall. The District has completed several sewer service line pressure tests due to both transfers of ownership and new construction.

**G-3 Engineering Report**

Mr. Hunt reviewed the report and provided an update on the current projects including the West Tank recoating, sewer system rehabilitation, water meter replacement, Village at Squaw Valley Specific Plan Development Agreement, Resort at Squaw Creek Phase Two Dedication, Carville Single Family Residence, Waterline Extension to Bridge 3 and Base to Base Gondola projects. Staff informed the Board that the District’s code outlines the process of sewer lateral pressure testing for property sales that occur in the winter if pressure testing is not feasible.

**G-4 Administration & Office Report**

Ms. Asher reviewed the report. There was a discussion about the value of the training offered by the California Special District Association.

**G-5 General Manager Report**

Mr. Geary reviewed the report and noted that he anticipated the Village at Squaw Valley Specific Plan Development Agreement Ad-Hoc Committee and the Personnel Committee would meet soon.

**G-6 Legal Report (verbal)**

Mr. Archer said that he has been working with staff to complete the easements related to the Truckee River Siphon project.

**G-7 Directors’ Comments (verbal)**

Director Hudson asked about the Brown Act teleconference requirements and Ms. Asher informed the Board that a roll-call vote is required for all motions when meeting remotely. Director Hover-Smoot said that she hopes the District will address issues related to climate change including water supply concerns. Director Ilfeld and Mercer discussed the importance of reliable, high-speed internet and public access points for wi-fi. Ms. Asher said that Placer County was working on this issue and that she would follow up with the County and pass the information along to the Directors. There was a discussion about how the Fire Department can assist the community to see Santa’s visit to Olympic Valley safely this holiday season.

**H. Adjourn.**

Director Ilfeld made a motion, seconded by Director Mercer to adjourn at 11:03 a.m. The motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

By, J. Asher

**APPROVED**

SIGNATURE: J. Asher  
DATE: 01/26/2021