

**OLYMPIC VALLEY PUBLIC SERVICE DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES #876  
JANUARY 26, 2021**

*Agenda with board packet and staff reports is available at the following link:  
<https://www.ovpsd.org/board-agenda-january-2021>*

**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; Dave Hunt, District Engineer; Allen Riley, Fire Chief.

**Others Present:** Jane Davis; Matt Van Dyne, Farr West Engineering; Andrew Lange; Pippin Mader; David Stepner; Dane Wadlé, California Special Districts Association (CSDA) Sierra Network Representative.

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) – David Stepner said that the FOSV raised surplus funding from the GoFundMe initiated for the Community Wildfire Protection Plan which will be used to fund green waste and/or chipping days in conjunction with the Olympic Valley Fire Department.

**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. Stepner said that the MWC recently mailed the biannual bills. The well and well-house rehabilitation projects are complete except for installing a gate around Well #2. The MWC is currently determining the budget for the 2021 pipe replacement projects.

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

**B-7** Mountain Housing Council of Tahoe Truckee (MHC) – Director Ilfeld provided an update on MHC's quarterly meeting and the work of the Statewide Policy Group which he participates in. The discussion included the eviction moratorium, the California state budget for achievable housing, the definition of affordable and achievable housing, Placer County's Workforce Housing Preservation Program (deed restriction program), Telluride's workforce housing program and Alterra's employee housing as included in the Specific Plan.

**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. There was a discussion about Wilderness Forestry, Inc.'s proposal for a Green Waste Facility on Agency property.

**APPROVED**

SIGNATURE: *J. Asher*

DATE: 2/23/2021

**B-9** Capital Projects Advisory Committee (CAP) – Ms. Grindle stated that the CAP would meet this Thursday, 1/28/21, to receive an update on the Tourism Business Improvement District (TBID), the S.N.O.W. museum and the Martis Valley Trail. There was a brief discussion about the TBID and working to ensure the Squaw Valley Business Association is included in the TBID’s formation documents.

**B-10** Firewise Community – Chief Riley said the Fire Department will be working on the Community Wildfire Protection Plan this spring with Deer Creek Resources. Mr. Stepner discussed the *California Wildfire and Forest Resilience Action Plan* which has a proposed \$1B budget. Mr. Stepner suggested that the Fire Department hire someone to apply for Forest Management grants and work towards creating partnerships with other Departments to better access this State grant funding.

**C. Public Comment/Presentation.**

Dane Wadlé, Senior Public Affairs Field Coordinator for the Sierra Network of the California Special Districts Association (CSDA) provided a brief update of CSDA’s legislative efforts, particularly as they related to COVID-19. CSDA’s “Take Action” bulletin was included in the Board Packet for reference.

Jane Davis and Pippin Mader provided comments regarding T-TSA.

**C-1 Recognition of Service – 15 years – Hans Walde, Engineer-Paramedic**

The Board and Chief Riley thanked Mr. Walde for his dedicated service in the community and the District.

**C-2 Recognition of Service – 30 years – Thomas Archer, Legal Counsel**

The Board and staff thanked Mr. Archer for his excellent service in the community and the District, Mr. Archer expressed gratitude to the Board and District.

**D. Financial Consent Agenda Items.**

Directors Hover-Smoot and Mercer convened with staff on January 25, 2021, from approximately 3:00 – 3:35 p.m. to review items D-1 through D-9, and other finance-related items on the agenda. Ms. Grindle and 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 Hudson. A roll call vote was taken. The motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

**APPROVED**

SIGNATURE: Alshar

DATE: 2/23/2021

**E. Approve Minutes.**

**E-1 Minutes for the Board of Directors Regular Meeting of December 15, 2020.**

The Board reviewed the minutes, accepted public comment, and approved the minutes for the Board of Directors regular meeting of December 15, 2020.

Public Comment – None.

Director Hudson made a motion to approve the minutes for the Board of Directors meeting of December 15, 2020, 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. Old & New Business.**

**F-1 COVID-19 - Community Update and Emergency Paid Sick and Family Leave Extension**

The Board reviewed the item, accepted public comment and approved the extension of paid family and sick leave related to COVID-19 (previously the Families First Coronavirus Response Act (FFCRA), Emergency Paid Sick Leave (EPSL), and Emergency Family Medical Leave Expansion Act (EFMLEA)) through June 30, 2021.

Ms. Grindle provided an update on the District’s response to the COVID-19 pandemic. Administrative personnel continue to work remotely when possible and the Operations Department continues to work with two separated shifts. Staff have reached out to Placer County regarding vaccine availability for Administration and Operations staff, which appear to be in Tier 1C. The Fire Department staff is helping administer the vaccine at Sierra College and have been offered the opportunity to be vaccinated. Tahoe Truckee Unified School District is anticipated to begin a hybrid model on February 1<sup>st</sup>, 2021.

Ms. Grunst and Mr. Geary reviewed the staff report for the FFCRA Extension.

Public Comment – None.

Director Hover-Smoot made a motion to approve the extension of paid family and sick leave related to COVID-19 including EPSL and EFMLEA through June 30, 2021. 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

**APPROVED**

SIGNATURE: *J. Asher*

DATE: 2/23/21

**F-2 Annual Review of Purpose, Mission, and Core Values Statements.**

The Board reviewed the item, accepted public comment and determined that no changes are needed.

Ms. Asher introduced the staff report. A review of the District’s Purpose Statement, Mission Statement and Core Values is part of the Board’s annual activities. There was a discussion about the core values, particularly, “*environmental sensitivity, progressiveness and commitment to ongoing improvement, and proactive planning for the future,*” which not only allow for but also demand the important work the District has been doing regarding wildfire, forest fuels management, and considering adaptations and mitigations that may be required due to a changing climate. The Directors said that that no changes to the Purpose, Mission and Core Value Statement are needed at this time.

Public Comment –

David Stepner discussed the need to more clearly state that forest fire fuels mitigation is included in the scope of the District’s mission. The Board felt that the current statements allow and encourage proactive action related to forest fire mitigation and climate change.

**F-3 Fire Department – Mission and Vision Statements, and Core Values.**

The Board reviewed the item, accepted public comment, and determined that no changes are needed.

Chief Riley introduced the staff report. An annual review of the Department’s adopted Mission and Vision Statements and Core Values is part of the Board’s annual activities. Chief Riley stated that the Fire Department has no proposed changes to the Statements. The Directors said that that no changes are needed at this time.

Public Comment – None.

**F-4 Painted Rock Lodge Waterline Extension Project – File California Environmental Quality Act (CEQA) Notice of Exemption.**

The Board reviewed the item, accepted public comment, and authorized staff to file a CEQA Notice of Exemption with Placer County for the Painted Rock Lodge Waterline Extension Project by adoption of Resolution 2021-01.

Mr. Hunt reviewed the staff report.

Public Comment – None.

Director Hover-Smoot made a motion to adopt Resolution 2021-01 and authorize staff to file a CEQA Notice of Exemption with Placer County. The motion was seconded by Director Hudson. A roll call vote was taken, and the motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

**APPROVED**

SIGNATURE: Asher

DATE: 2/23/21

**F-5 Sewer System Rehabilitation Project – Engineering Professional Services – Farr West Engineering.**

The Board reviewed the item, accepted public comment and approved a professional services agreement with Farr West Engineering, based in Reno NV, for consulting services for the Sewer System Rehabilitation Project in an amount Not To Exceed \$58,200 and authorized the General Manager to execute all contractual documents.

Mr. Hunt reviewed the staff report. He discussed the sewer system evaluation that has been underway by District staff over the past few years and described the next steps including the preparation of a Basis of Design Report (BDR) to memorialize the condition and risk assessment, as well as identify a capital replacement project(s) for sewer system rehabilitation/replacement. This evaluation includes the District’s entire sewer system, including pipelines, manholes, and District-owned sewer laterals. The BDR will ultimately define the capital replacement project(s) and accurately inform our 10-year Sewer Capital Replacement Plan budget. The replacement project is currently projected to occur as a single project over one construction season but the BDR will inform if that is the best direction. Staff has proposed executing a Professional Service Agreement with Farr West Engineering to prepare the BDR and subsequent design documents for the recommended project(s). The project schedule anticipates the BDR and detailed design being complete in March 2021 with project bidding in April 2021.

Public Comment – None

Director Ilfeld made a motion to approve a professional services agreement with Farr West Engineering for consulting services for the Sewer System Rehabilitation Project in an amount not to exceed \$58,200 and authorized the General Manager to execute all contractual documents. The motion 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

**G. Management Status Reports.**

**G-1 Fire Department Report**

Chief Riley reviewed the report. The Department has seen average or above-average call volume this winter. Personnel have been participating in the regional vaccinations held at Sierra College. Staff continues to evaluate participation in outside classes, health screenings and car seat checks on a case-by-case basis. There have been several construction inspections particularly for the Palisades project.

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

Mr. Burks reviewed the report. Water production and sewer flows are less than this time last year. The District carefully monitors the aquifer level, which is currently significantly lower than normal and have been discussing this concern with other water pumpers in the Valley. The Operations

Department is working to resolve boiler control problems at the Administration Building. Mr. Burks mentioned concerns about the area's childcare availability, both generally and due to COVID-19.

**G-3 Engineering Report**

Mr. Hunt reviewed the report and provided an update on the current projects including the Resort at Squaw Creek Phase Two Dedication, Carville Single Family Residence, West Tank Recoating, Sewer System Rehabilitation, and Pressure Zone 1A. Ms. Kinsinger, Junior Engineer, is training and doing a great job providing support on several projects.

**G-4 Administration & Office Report**

Ms. Asher reviewed the report including progress on the Document Management System Project, District email correspondence, the winter newsletter, and Form 700 deadlines. Director Hover-Smoot said that she can complete additional CSDA training to secure credit incentive points with the Special District Risk Management Authority.

**G-5 General Manager Report**

Mr. Geary reviewed the report.

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

Mr. Archer said he has been working with staff on the Granite Chief Sewer A Line replacement project and suggested the project be considered a private project completed by the property owners association, like the Painted Rock Waterline Extension and dedication.

**G-7 Directors' Comments (verbal)**

The Directors said they have heard the call to action for a proactive approach to projects that are aligned with the District's mission and hope to tackle larger issues to prepare the District and community for more adverse climatic conditions in the future. The Board thanked staff for acknowledging the childcare deficit in the area and Director Ilfeld for his work on the Mountain Housing Council to address the lack of achievable housing. There was acknowledgement of the significant demands that staff (and everyone) are working to balance during the pandemic and Director Mercer reminded employees of the mental health resources available through the District. The Directors discussed the forecasted snowstorm and wished a speedy and full recovery to fellow Director Hover-Smoot who recently broke her tibial plateau.

**H. Adjourn.**

Director Ilfeld made a motion, seconded by Director Mercer to adjourn at 10:57 a.m. The motion passed.

Cox – Yes

Hover-Smoot – Yes

Hudson – Yes

Ilfeld – Yes

Mercer – Yes

By, J. Asher

**APPROVED**

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

*J. Asher*  
*1/23/21*