

**OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
BOARD OF DIRECTORS MEETING MINUTES #883
JUNE 29, 2021**

*Agenda with board packet and staff reports is available at the following link:
<https://www.ovpsd.org/board-agenda-june-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; Mike Geary, General Manager; Danielle Grindle, Finance & Administration Manager; Jessica Grunst, Account Clerk II and Human Resources Specialist; Alexa Kinsinger, Junior Engineer; Allen Riley, Fire Chief.

Others Present: Roshelle Chavez; Jeff Collins, CEO of Tahoe Truckee Sierra Disposal; Erin Holland; Ray Labadie, CFO of Tahoe Truckee Sierra Disposal; Jean Lange; David Stepner.

Director Ilfeld 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) – Mr. Stepner provided an update on the Squaw Valley Resort Base-to-Base Gondola design.

B-4 Squaw Valley Municipal Advisory Council (SVMAC) – None.

B-5 Squaw Valley Mutual Water Company (SVMWC) – Mr. Stepner discussed the status of upcoming construction projects and requested information on property tax apportionment.

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

B-7 Mountain Housing Council of Tahoe Truckee (MHC) – Director Ilfeld discussed the concerns and potential solutions related to the local workforce housing crisis that were presented at the recent MHC emergency meeting.

B-8 Tahoe-Truckee Sanitation Agency (T-TSA) – President Cox reviewed the T-TSA Board Meeting summary.

B-9 Capital Projects Advisory Committee (CAP) – Ms. Grindle said applications for transient occupancy tax (TOT) grant funding will be released August 31, 2021. The Tourism Business Improvement District (TBID) tax on lodging, retail, restaurants, and activities will be effective July 1, 2021 and will free-up TOT dollars for housing and transportation projects.

B-10 Firewise Community – Chief Riley thanked the Firewise Council for their help with the 2021 Green Waste Collection Day and noted that there was lower participation than previous years. Mr. Stepner said the Friends of Squaw Valley is working with Tahoe Truckee Sierra Disposal to sponsor a second green waste day.

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C. Public Comment/Presentation.

None.

C-1 Recognition of Service – 10 years – Mike Geary, General Manager

The Board thanked Mr. Geary for his excellent service to the District over the past ten years. Mr. Geary expressed his gratitude.

D. Financial Consent Agenda Items.

Directors Hover-Smoot and Mercer convened with staff on June 28, 2021, from approximately 3:00 – 4:00 p.m. to review items D-1 through D-9; F-3 *FY 2021-2022 Budget and Employee Salary Schedules*; F-4 *Ordinance 2021-01 – Adopting Rates & Charges and Revised District Codes*; F-5 *Request Placer County to Collect Delinquent Charges* and other finance-related items on the agenda. Ms. Grindle provided a summary of the meeting.

Public Comment – None.

Director Mercer 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 May 25, 2021.

E-2 Minutes for the Board of Directors Regular Meeting of June 2, 2021.

E-3 Minutes for the Board of Directors Regular Meeting of June 17, 2021.

The Board reviewed the minutes, accepted public comment, and approved the minutes for the Board of Directors meetings of May 25, 2021; June 2, 2021; and June 17, 2021.

Public Comment – None.

Director Ilfeld made a motion to approve the minutes for the Board of Directors meeting of May 25, 2021, June 2, 2021, and June 17, 2021, 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

F. Old & New Business.

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

The Board reviewed the item, accepted public comment, and rescinded the District’s COVID-19 Business Operation Plan including Administrative Policies and Protocols, adopted June 30, 2020.

Ms. Grunst and Mr. Geary reviewed the staff report including providing an update on the District’s response to the COVID-19 pandemic and the current operational protocols which are aligned with the guidance provided by Placer County, the California Department of Industrial Relations Division of Occupational Safety & Health (Cal/OSHA), and the Centers for Disease Control and Prevention (CDC). Accordingly, staff is complying with Cal/OSHA COVID-19 requirements which were updated on Friday, June 18th. The COVID-19 Business Operation Plan, including Administrative Policies and Protocols

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Adopted June 30, 2020, are no longer aligned with current guidance or operations, and staff recommended they be rescinded.

Public Comment – None.

Director Hover-Smoot made a motion to rescind the District’s COVID-19 Business Operation Plan including Administrative Policies and Protocols, 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-2 Residential Garbage Service Contract for FY 2021-2022.

The Board reviewed the item, accepted public comment, adopted Resolution 2021-11 awarding the garbage collection contract to Tahoe Truckee Sierra Disposal Company, and authorized the General Manager to execute all contractual documents.

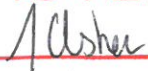
Mr. Geary reviewed the staff report. Mr. Jeff Collins, CEO, and Mr. Ray Labadie, CFO, of Tahoe Truckee Sierra Disposal (TTSD) provided a summary of the cost pressures impacting the agency, operational concerns regarding mixed solid and green waste, and gave a historical overview of the District’s contract with TTSD. This year rates will increase by 6%. Mr. Geary noted that due to the five-year Proposition 218 notice, the District can only increase garbage rates 3%, and the District will cover the remaining 3% with funds in the operating budget. The most significant change is that there will no longer be green waste material collected curbside. Mr. Geary reviewed alternative methods for green waste disposal. The District will send an e-newsletter regarding green waste disposal and included information in the summer newsletter which will be mailed with annual bills on July 1, 2021. Staff will determine if the District can offer a rebate program for green waste dumpsters and may bring that item to the Board for consideration at the July Board meeting. Staff plans to have a robust conversation with staff and the garbage committee in advance of negotiating next year’s contract.

The Directors voiced significant disappointment with the situation and felt that TTSD should have discussed the concerns regarding increasing costs and the need for source separated green waste with enough time to develop a solution that would work for both agencies and to provide time for the District to provide outreach to the community. The Directors voiced concern that there will be increased mixed waste as residents will not have a plan for their green waste disposal. Director Cox expressed gratitude to Mr. Collins for treating the District fairly and providing a high level of service over the past several decades.

Public Comment –

Ms. Asher distributed written comment from Ms. Lange expressing concerns about suspending curbside green waste collection to the Board on June 28, 2021. Ms. Lange said that she echoed many of the feelings of the Directors and feels there is an important need to have residential green waste collection and does not feel that cost should be a main driver for eliminating that service.

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Director Hudson made a motion to adopt Resolution 2021-11 awarding the garbage collection contract to Tahoe Truckee Sierra Disposal Company and authorized the General Manager to execute all contractual documents. The motion was seconded by Director Ilfeld. A roll call vote was taken, and the motion passed.

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

This item was taken out of order.

F-4 PUBLIC HEARING: Ordinance 2021-01 – Adopting Rates & Charges and Revised District Codes.

The Board reviewed the item, accepted public comment, and adopted Ordinance 2021-01 to revise District Codes by adopting rates and charges.

Ms. Grindle reviewed the staff report and Ordinance 2021-01 which adopts the FY 2021-2022 rates and charges for water, sewer and garbage service and revises the related codes. Ordinance 2021-01 was introduced at the May 25, 2021, Board Meeting. The adopted rate increases are Sewer 5%, Water 4%, and Garbage 3%. There are no changes proposed to connection fees.

Public Comment – None.

Director Hover-Smoot made a motion to adopt Ordinance 2021-01, revising District Codes by adopting rates and charges. The motion was seconded by Director Ilfeld. A roll call vote was taken, and the motion passed.

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

F-3 PUBLIC HEARING: Approve FY 2021-2022 Budget and Employee Salary Schedules

Staff reviewed the changes in the proposed budget since the Board’s review in May 2021. The item was reviewed in detail during the Finance Committee and in previous Board Meetings, this was the fourth budget review.

Ms. Grindle and Mr. Geary reviewed the staff report and fourth draft of the FY 2021-2022 Budget. The changes since the Board reviewed the previous draft budget in May include:

- Rate revenue was modified slightly due to new connections.
- The capital projects budget was increased by \$150,000 to account for increasing construction costs.
- The Garbage budget was revised to reflect the approved contract.
- Staff continues to participate in labor negotiations with the Fire Department and Local 39, which will be discussed further in closed session.
- There was a discussion about the health insurance changes by CalPERS which affect the fiscal year budget and will require a renegotiation of the Operations Department Memorandum of Understanding (MOU).
- There was a decrease in the budget for salaries and labor in the Utility Department due to the resignation of an Operations Trainee.
- The District has entered a three-year contract with Hunt and Sons resulting in a decrease in propane utility costs.

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- A \$10,000 line item was added to the Fire Department budget to hire a consultant grant writer next Spring to apply for the CalPERS Fire Prevention Grant.
- A memo regarding the reserve policy and status of reserve funds was added. The Fire Department will not be meeting its minimum required reserve balances and will be monitored closely over the next couple of years for additional revenue sources.

Public Comment – None.

F-3A Adopt Resolution 2021-14, approving the FY 2020-2021 Budget

The Board reviewed the items, accepted public comment, and approved the FY 2021-2022 Budget by adoption of Resolution 2021-14.

Public Comment – None.

Director Hover-Smoot made a motion to approve Resolution 2021-14, approving the FY 2021-2022 Budget, which was seconded by Director Mercer. A roll call vote was taken, and the motion passed. Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Ilfeld – Yes | Mercer – Yes

F-3B Adopt Resolution 2021-15, approving the FY 2021-2022 Employee Salary Schedules.

The Board reviewed the items, accepted public comment and approved the FY 2021-2022 Employee Salary Schedules by adoption of Resolution 2021-15.

Ms. Grindle noted that this Resolution is only approving the FY 2021-2022 Employee Salary Schedules for the Operations and Administrative Departments. The Fire Department salaries will be brought to the Board for consideration once the labor negotiations are completed.

Public Comment – None.

Director Hudson made a motion to approve Resolution 2021-15, approving the FY 2021-2022 Employee Salary Schedules, which was seconded by Director Hover-Smoot. A roll call vote was taken, and the motion passed.

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

F-5 PUBLIC HEARING: Request Placer County to Collect Delinquent Charges.

The Board reviewed the item, accepted public comment, and adopted Resolution 2021-16, requesting Placer County to collect delinquent charges.

Ms. Grindle reviewed the staff report. Each June, the District reviews overdue customer accounts with balances exceeding \$50. Delinquent accounts are submitted to Placer County in July to be added to the delinquent customer's property tax roll. As of June 23, 2021, there were nineteen (19) accounts with overdue balances in excess of \$50 that were outstanding from the July 1, 2020 annual water, sewer, and garbage billing. The aggregate total is \$32,362.72. Eleven (11) of these accounts were delinquent last year. Staff said that notice was provided to customers with delinquent accounts via written correspondence, were contacted by telephone, and this public hearing was also noticed. There were no appearances by any customers whose accounts were delinquent.

Public Comment – None.

A motion to adopt Resolution 2021-16, requesting Placer County to collect delinquent charges, was made by Director Mercer, and seconded by Director Hover-Smoot. A roll call vote was taken, and the motion passed.

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

F-6 Squaw Valley Mutual Water Company Operations & Maintenance Agreement – Third Amendment.

The Board reviewed the Squaw Valley Mutual Water Company (MWC) Operations and Maintenance Agreement Fourth Amendment and accepted public comment.

Mr. Burks reviewed the staff report. District staff has provided operations and maintenance (O&M) services to the MWC since July 1, 2014. The current five-year O&M contract was approved by the Board of Directors on June 27, 2017 and expires on June 30, 2022. The contract pricing includes an annual increase that mirrors the cost-of-living adjustment (COLA) provision in the Operations MOU, which renews every year on July 1st. The price of basic services increased by \$139 per month for the 2021-2022 fiscal year.

F-7 Pre-Purchase Pipeline Materials for Hidden Lake Water & Sewer Line Project.

The Board reviewed the item, accepted public comment, and authorized staff to pre-purchase pipe, fittings, and valves for the Hidden Lake Waterline Loop and Manhole A79-CO-A79 Sewer Replacement Project from Ferguson Waterworks in an amount not to exceed \$24,905.98.

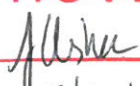
Ms. Kinsinger reviewed the staff report. This Project includes the replacement of aged and undersized water and sewer lines serving nine (9) properties in the Forrest Glen and Hidden Lake subdivisions. The COVID pandemic has impacted supply chains worldwide. To complete this project in a timely manner, Staff proposes to pre-purchase pipes, fittings, and valves for this project. Staff requested quotes for materials from three vendors and received two quotes. Staff recommends pre-purchasing the materials from the lowest bidder, Ferguson Waterworks, for a total of \$24,905.98. Ferguson Waterworks has committed to shipping materials to the District before the construction contract award date of July 27, 2021.

Public Comment – None.

Director Mercer made a motion to authorize staff to pre-purchase pipe, fittings, and valves for the Hidden Lake Waterline Loop and Manhole A79-CO-A79 Sewer Replacement Project from Ferguson Waterworks in an amount not to exceed \$24,905.98. The motion was seconded by Director Hover-Smoot. The motion passed.

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

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F-8 California Special Districts Association (CSDA) Election – Sierra Network.

The Board reviewed the item, accepted public comment and cast a vote for Noelle Mattock.

Ms. Asher reviewed the staff report. The Directors determined that the incumbent, Noelle Mattock, seemed well qualified. While the District has not interacted directly with the CSDA Board, the experience with CSDA has been positive.

Public Comment – None.

A motion to vote for Noelle Mattock was made by Director Hudson and seconded by Director Hover-Smoot. A roll call vote was taken, and the motion passed.

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

F-9 Adopt Resolution 2021-17 Acknowledging Receipt of Annual Fire Inspection Services Required by the California Health & Safety Code.

The Board reviewed the item, accepted public comment and adopted Resolution 2021-17.

Chief Riley reviewed the staff report and Resolution 2021-17. On September 27th, 2018, Section 13146.4 was added to the California Health & Safety Code requiring all fire departments to report to their Board of Directors the ability to meet Sections 13146.2 and 13146.3 regarding completing the required inspections of Educational Group and Residential Group Occupancies.

The Squaw Valley Fire Department has three (3) occupancies that could be considered Group E and twenty-three (23) occupancies that could be considered Group R. All twenty-six (26) of these occupancies were inspected and passed.

Public Comment - None

Director Mercer made a motion to adopt Resolution 2021-17, which was seconded by Director Hover-Smoot. A roll call vote was taken, and the motion passed.

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

F-10 Fuels Management Program

The Board reviewed the item and accepted public comment.

Chief Riley, Mr. Geary and Ms. Asher reviewed the staff report.

Public Comment- Mr. Stepner asked about the course of action if someone does not comply with the Department’s defensible space requirements. Staff responded by providing information on the enforcement procedure under the hazardous vegetation memorandum of understanding with Placer County. Mr. Stepner also discussed the need to look at all grant opportunities for fuels management and suggested reviewing the Sierra Nevada Alliance monthly list of grant opportunities. He would like the District to consider options for consistent annual funding, such as a ballot measure like the proposition Truckee is currently considering. Staff responded that it is important for the CWPP to be completed first to inform the scale of the Fuels Management program.

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G. Management Status Reports.

G-1 Fire Department Report

Chief Riley reviewed the report.

G-2 Water & Sewer Operations Report

Mr. Burks reviewed the report and provided an update on Department Operations, the Backflow Prevention Program, aquifer water levels, State mandated drought restrictions, and several active projects.

G-3 Engineering Report

Ms. Kinsinger reviewed the report.

G-4 Administration & Office Report

Ms. Asher reviewed the report. Not included in the report, Ms. Asher said that the Placer County Grand Jury sent the District the 2020-2021 Grand Jury Final Report, dated June 16, 2021, which included an investigation of all 38 special districts in the County for compliance with Assembly Bill 2257 and Senate Bill 929. These bills require special districts maintain an internet web site, clearly list the contact information for the District on that website and require a prominent direct link to the agenda on the website's homepage. Only fourteen districts were fully compliant (41%). The Olympic Valley Public Service District was listed as fully compliant, and no further action is required. The report is available online: <http://www.placer.courts.ca.gov/grandjury/2020-2021/2020-2021%20Final%20Report%20FINAL%20VERSION.pdf>.

Ms. Asher requested feedback on the first hybrid meeting, Directors said they would provide feedback individually after the meeting and generally felt the meeting was successful and allowed participation when in-person attendance is not possible.

G-5 General Manager Report

Mr. Geary reviewed the report.

G-6 Legal Report (verbal)

Mr. Archer noted that he has been working with the Engineering Department to draft a development agreement for the Rosser/Carville Single Family Residential Project.

G-7 Directors' Comments (verbal)

The Directors discussed the need to approach the green waste disposal problem holistically and continue to participate in finding solutions to the crisis of affordable housing.

Director Hover-Smoot made a motion, seconded by Director Hudson to move to Closed Session at 12:32 p.m. The motion passed.

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

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H-1. Closed Session – General Manager’s Employment Contract.

The Board met in Closed Session pursuant to Government Code §54957 et al regarding the performance evaluation of the General Manager. Only the action on the agenda, the General Manager’s performance evaluation was discussed, no action was taken.

H-2. Closed Session – District Labor Negotiations.

The Board met in Closed Session pursuant to Government Code §54957 et al regarding District labor negotiations. Only the action on the agenda, District Labor Negotiations with the Fire Department, was discussed, no action was taken.

Director Ilfeld made a motion, seconded by Director Mercer to move to Open Session at 1:00 p.m. The motion passed.

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

H. Possible Action Resulting from Closed Session.

Mr. Geary said only the items on the closed session agenda were discussed and no actions were taken in closed session.

I-1. General Manager’s Employment Contract.

The Board reviewed the item, accepted public comment, and approved the General Manager’s Employment Contract by adoption of Resolution 2021-18.

Public Comment - None

Director Hudson made a motion to adopt Resolution 2021-18, which was seconded by Director Hover-Smoot. A roll call vote was taken, and the motion passed.

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

J. Adjourn.

Director Hover-Smoot made a motion, seconded by Director Ilfeld to adjourn at 1:04 p.m. The motion passed.

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

By, J. Asher

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SIGNATURE: J. Asher
DATE: 7/27/21