

OLYMPIC VALLEY PUBLIC SERVICE DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES #932  
AUGUST 27, 2024

<https://www.ovpsd.org/board-agenda-august-2024>

**A. Call to Order, Roll Call, and Pledge of Allegiance.**

Director Cox called the meeting to order at 8:30 a.m.

**Directors Present:** Dale Cox, Katy Hover-Smoot\*, Bill Hudson, Fred Ilfeld, and Katrina Smolen

\*Director participated via noticed teleconference.

**Directors Absent:** None.

**Staff Present:** Jessica Asher, Program Manager & Board Secretary; Gary Bell, Legal Counsel; Brandon Burks, Operations Manager; Brad Chisholm, Fire Chief; Chris Dedeo, Fire Captain; Sam Donahue, Operations Superintendent; Kurt Gooding, Engineer-Paramedic; Charley Miller, General Manager; John Rogers, Firefighter-Paramedic; Ryan Scott, Firefighter-Paramedic; and Leroy Valadez, Firefighter-Paramedic.

**Others Present:** Richard Koffler, Jean Lange, and David Stepner.

Dave Hunt led the Pledge of Allegiance.

**B. Community Informational Items.**

**B-1** Olympic Valley Watershed Alliance (OVWA) – None.

**B-2** Friends of Olympic Valley (FoOV) – None.

**B-3** Olympic Valley Design Review Committee (OVDRC) – None.

**B-4** Olympic Valley Municipal Advisory Council (OVMAC) – Mr. Stepner briefly reviewed the August 17, 2024 meeting of the OVMAC and North Tahoe Regional Advisory Council (NTRAC) related to the Village at Palisades Tahoe Specific Plan. Mr. Stepner summarized public comment and the OVMAC's motion/recommendation.

**B-5** Olympic Valley Mutual Water Company (OVMWC)—Mr. Stepner reported on the status of current projects, noting that while the exterior water tank recoating will be completed this fall, the interior will be completed in the spring when wildfire risk is lower, water supply is higher, and the Emergency Intertie with the District is complete.

**B-6** Firewise Community—Chief Chisholm said the District continues collaborating with the Firewise Community to host green waste disposal days.

**B-7** Tahoe-Truckee Sanitation Agency (T-TSA) – Director Cox reviewed the T-TSA Board Meeting summary, highlighting several updates: the treatment process has been revised to eliminate the use of chlorine gas; new benches made from recycled water bottle caps have been installed along the Legacy Trail; and the Agency has conducted a Class and Compensation Study.

**C. Public Comment/Presentation.**

None.

### **C-1 Fire Department Badge Pinning Ceremony**

The Fire Department honored the appointment of Firefighter/Paramedic Scott and Fire Prevention Officer Olk with a ceremony that included administering the Oath of Office and pinning their badges.

### **D. Financial Consent Agenda Items.**

Directors Hudson and Smolen convened with staff on August 27<sup>th</sup>, 2024, from approximately 8:00 to 8:15 A.M. to review items D-1 through D-11 and other finance-related items on the agenda. Ms. Mueller summarized the meeting, highlighting that year-end financials are still being completed.

Public Comment –

Jean Lange inquired why the annual bills are now being sent to Salt Lake City. Ms. Mueller responded that the District has hired a third-party service, Express Bill Pay, which has significantly reduced the administrative time required to process bills.

Director Hudson motioned to approve the financial consent agenda, which Director Ilfeld seconded. A roll call was taken, and the motion passed.

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

### **E. Approve Minutes.**

#### **E-1 Minutes for the Regular Board of Directors meeting of July 30<sup>th</sup>, 2024.**

The Board reviewed the items, accepted public comment, and approved item E-1.

Public Comment – None.

Director Ilfeld moved to approve the minutes of the Board of Directors meeting of July 30<sup>th</sup>, 2024, which Director Hudson seconded. A roll call was taken, and the motion passed.

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

### **F. Old and New Business.**

#### **F-1 PUBLIC HEARING - Adopt Ordinance 2024-02 – Adopting a Fire and Life Safety Cost Recovery Schedule.**

The Board reviewed the item, accepted public comment, and adopted Ordinance 2024-02, which approved a revised Fire and Life Safety Cost Recovery Schedule.

Mr. Miller explained that the Board is being asked to consider adopting an Ordinance with a revised cost schedule to recover staff time expenses for plan checks and inspections. The Ordinance was introduced last month.

Public Comment – None.

Director Ilfeld motioned to adopt Ordinance 2024-02, which Director Hudson seconded. A roll call was taken, and the Ordinance was adopted.

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

## **F-2 Fire Department Long-Term Modeling**

The Board reviewed the item and accepted public comment.

Chief Chisholm and Mr. Miller reviewed the staff report highlighting the Municipal Service Review (MSR) process. They detailed the roles of the District and staff in the MSR study. During Phase 1, LAFCO will evaluate each agency individually, and District staff will supply the documentation to support this analysis. Phase 1 is expected to take between 18-24 months. In Phase 2, LAFCO will issue recommendations, which may include suggestions for annexation or other organizational changes based on the Phase 1 findings. There will be a public review process for the draft MSR reports.

As requested by the Board, the Fire Department's Long-Term Modeling has been included as a standing agenda item for the past several meetings. Given the expected quiet period during the MSR Study, the Chief proposed that updates on this topic be included in the Fire Department Status Report as they develop. The Board agreed to this approach.

Public Comment –

Mr. Stepner inquired about including Truckee Fire Protection District (TFPD) in the Municipal Service Review (MSR), the organization of the Districts within the MSR, and potential recommended organizational changes. Chief Chisholm explained that TFPD's involvement in regional mutual aid warrants their inclusion in the review. He also noted that Truckee is simultaneously undergoing a five-year MSR review with Nevada County LAFCO. Chief Chisholm clarified that the MSR encompasses four agencies: two Fire Protection Districts and two Fire Departments within broader Special Districts. He confirmed Mr. Stepner's understanding that one possible recommendation from LAFCO could be the establishment of a regional Fire Protection District that serves the entire North Lake Tahoe region.

## **F-3 Fuels Management Program.**

The Board reviewed the item and accepted public comment.

Chief Chisholm and Ms. Asher reviewed the staff report, detailing ongoing initiatives such as active fuel reduction projects, green waste programs, and defensible space inspections. Staff shared drone footage of the completed OV-1 project. There was a brief discussion about the Community Buffer (OV-4) Fuel Reduction Project, noting the differences in prescription and treatment approach between the OV-1 and OV-4 projects. Staff reported that the bids received on OV-4 were significantly higher than initially estimated. They explained the escalated costs and outlined the next steps for the project. Additionally, staff addressed access issues for OV-4, explaining that the project was strategically divided into two phases. The northern portion of OV-4 will be completed later due to unresolved access points and the need for right-of-entry agreements. Mr. Miller encouraged the Board to tell neighbors to contact the District if they have questions about the OV-4 project.

Public Comment – None.

**F-4 Tahoe Truckee Community Foundation (TTCF) Forest Futures – Approve Grant Agreement.**

The Board reviewed the item, accepted public comment, and authorized the General Manager to execute the Funding Agreement with TTCF.

Chief Chisholm reviewed the staff report. The Board expressed gratitude for the grant funding and signed letters of appreciation to the OV-4 project funding agencies (Truckee Tahoe Airport District and Tahoe Truckee Community Foundation).

Public Comment – none

Director Hudson motioned to authorize the General Manager to execute the Funding Agreement with TTCF, which Director Ilfeld seconded. A roll call was taken, and the motion passed.

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

**F-5 Olympic Valley Fuel Reduction (OV-4) 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 by adopting Resolution 2024-26.

Mr. Miller reviewed the Board report.

Public Comment – none

Director Smolen motioned to adopt Resolution 2024-26 authorizing staff to file a CEQA Notice of Exemption for the OV-4 Project, which Director Hudson seconded. A roll call was taken, and the motion passed.

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

**F-6 Evacuation Route Roadside Hazard Fuel Reduction (OV-3) 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 by adopting Resolution 2024-27.

Mr. Miller reviewed the staff report.

Public Comment – none

Director Ilfeld motioned to adopt Resolution 2024-27 authorizing staff to file a CEQA Notice of Exemption for the OV-3 Project, which Director Hudson seconded. A roll call was taken, and the motion passed.

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

### **F-7 Award Contract – Evacuation Route Roadside Hazard Fuel Reduction (OV-3) Project**

The Board reviewed the item, accepted public comment, and authorized the General Manager to execute a contract with Cross Check Services.

Mr. Miller reviewed the staff report.

Public Comment – none

Director Ilfeld motioned to authorize the General Manager to execute all contractual documents with Cross Check Services, which Director Hudson seconded. A roll call was taken, and the motion passed. Cox – Yes | Hover-Smoot –Yes| Hudson – Yes | Ilfeld – Yes | Smolen – Yes

### **F-8 Website Redesign and Migration – Alpen Lily Web Studio**

The Board reviewed the item and accepted public comment.

Ms. Asher reviewed the staff report and demonstrated the District’s new website.

Public Comment – none

## **G. Management Status Reports.**

### **G-1 Fire Department Report**

Chief Chisholm reviewed his management status report, highlighting training, prevention work, apparatus and equipment, staffing, call volume, recent vegetation fires in Truckee and Verdi, an upcoming presentation on autonomous driving vehicles, and invited everyone to support the Fire Department and Fireside Pizza at the last *Tuesday Bluesday* Pizza Cart fundraiser.

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

Mr. Burks reviewed the report, which covered various aspects, including water production, backflow prevention testing, water meter installations, and the Eye on Water program. Mr. Burks also provided information on the lead and copper testing completed by Operations Staff every three years. This year, there was one house that was over the action limit. Staff outlined the additional testing and education measures taken in response. Further testing showed that the water system fully complies with Title 22 standards for the state.

### **G-3 Engineering Report**

Mr. Hunt reviewed the report and provided updates on several projects, including the OVMWC Intertie project, the Granite Chief “A-Line” sewer replacement project, the Everline Resort Pressure Reducing Valve (PRV) station, and the District office boiler replacement project. He also mentioned his preparations for the Village at Palisades Tahoe Specific Plan meetings and his responses to public inquiries regarding the project. The Board inquired about any impacts of the delay in Everline constructing the PRV project on current operations. Staff clarified that while the PRV is not essential for current operations, it is required in the Development Agreement with Everline and will be beneficial once operational. The Board may need to consider a 7th amendment to the Development Agreement at a future meeting.

**G-4 Administration & Office Report**

Ms. Asher reviewed the report highlighting recruiting efforts for an administrative assistant or program analyst.

**G-5 General Manager Report**

Mr. Miller reviewed the report, highlighting his ongoing work on fuel management projects. He expressed his gratitude to the Engineering team for their assistance in familiarizing him with the Village at Palisades Tahoe Specific Plan and their work on the Granite Chief “A-Line” sewer replacement project. Additionally, he thanked the Operations team for their efforts on lead and copper testing and subsequent follow-up.

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

None.

**G-7 Directors’ Comments (verbal)**

The Board praised staff for progress on the LAFCO MSR study, the Granite Chief “A-line” project, the redesigned website, fuel reduction efforts, the General Manager transition, and Ms. Mueller's fiscal management during maternity leave. There was a brief discussion on staff resources for advancing Fuel Management projects. Director Cox requested that staff include an item related to T-TSA on a future agenda.

**J. Adjourn.**

Director Ilfeld made a motion, seconded by Director Smolen, to adjourn at 10:20 A.M. A roll call was taken, and the motion passed.

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

By, J. Asher