

OLYMPIC VALLEY PUBLIC SERVICE DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES #924  
JANUARY 30, 2024

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

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

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

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

\*Directors joined 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; Mike Geary, General Manager; Jessica Grunst, Human Resources Specialist and Account Clerk II; Dave Hunt, District Engineer; and Danielle Mueller, Finance & Administration Manager.

**Others Present:** Richard Koffler; Jean Lange; Chief Riley, Retired OVPSD; David Stepner, Chief Leighton, NTFPD; Division Chief Armstrong, NTFPD; Division Chief Whisler, NTFPD.

Chief Riley 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 said that the North Tahoe Regional Advisory Counsel and OVMAC are scheduled to meet on February 15<sup>th</sup> to discuss the SNOW Museum development.

**B-5** Olympic Valley Mutual Water Company (OVMWC) – None.

**B-6** Firewise Community – Chief Chisholm stated that the Eastern Placer County Joint Powers Authority are working with Tahoe Truckee Community Foundation to better organize and provide information to the regional Firewise communities.

**B-7** Capital Projects Advisory Committee (CAP) – Ms. Mueller shared the CAP is reviewing 38 applications for the annual grant cycle.

**B-8** Tahoe-Truckee Sanitation Agency (T-TSA) – Director Cox reviewed the T-TSA Board Meeting summary highlighting the presentation by Shawn Koorn regarding the Sewer Connection Fee Study.

**C. Public Comment/Presentation.**

Chief Chisholm thanked North Tahoe Fire Protection District for their mutual aid during recent events as well as during the regular course of business.

*This item was taken out of order.*

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

Chief Chisholm reviewed the report highlighting that the 678 incidents in 2023 is a new record number of calls. There was a discussion about the funding strategies analysis currently underway.

Chief Chisholm and Mr. Geary reviewed the Fire Department financial analysis currently underway, the outline of which was included within the Board Exhibit. Staff committed to providing regular updates to the Board and hopes to have a first draft of many of scenarios completed by the end of March. Staff were reminded to consider potential tax revenue increases from development within the Valley, however, staff responded that it is not prudent to count on that revenue, or wait for it, as the schedule and scope of development is not under the control of the District as they are driven by developers.

There was a discussion about potentially pursuing a contract to provide fire protection and emergency medical services to Alpine Springs County Water District (ASCWD). Chief Chisholm said that the District has been asked to consider providing services to ASCWD in response to their decision to cancel their current contract with North Tahoe Fire Protection District (NTFPD). Chief Chisholm discussed the unique and critical nature of the mutual aid services that we are privileged to enjoy in our region. He said that staff are considering (1) the District's ability to provide services; (2) the ability for ASCWD to afford those services and (3) how pursuit of the contract may affect the District's relationship with our mutual aid partners.

#### **Public Comment-**

Chief Leighton and Division Chief Armstrong from North Tahoe Fire Protection District provided further information about the excellent mutual aid in the region and provided background on the issues surrounding the ASCWD contract. Chief Leighton shared that ambulance service is costly and will not address the funding gap that the Department is analyzing. He suggested the District consider a 9<sup>th</sup> scenario option of consolidating with NTFPD and provided some information about the process currently underway with Meeks Bay. He felt that the level of service could increase through economies of scale if fire protection and emergency medical services were regionalized. There was a brief discussion about the differences between the agencies such as the strategies for funding the CAL PERS unfunded accrued liability (pensions) and the levels of service for defensible space and fuels management. The Board hoped that in the future a more robust conversion could be had with the District, NTFPD, and ASCWD together in one room.

Ms. Lange asked about mutual aid to Alpine Meadows if they did not have a fire protection and emergency medical service contract. Chief Chisolm responded that neighboring agencies would provide aid in the short-term but that it is not a long-term solution.

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

Directors Hover-Smoot and Smolen convened with staff on January 30<sup>th</sup>, 2024, from approximately 7:45 – 8:12 A.M. to review items D-1 through D-14, and other finance-related items on the agenda. Ms. Mueller 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 Smolen. A roll call vote was taken; 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 December 12, 2023.

E-2 Minutes for the Special Board of Directors meeting of December 19, 2023.

E-3 Minutes for the Special Board of Directors meeting of December 20, 2023.

E-4 Minutes for the Special Board of Directors meeting of December 22, 2023 – 2:00.

E-5 Minutes for the Regular Board of Directors meeting of December 22, 2023 – 3:00.

E-6 Minutes for the Special Board of Directors meeting of January 9, 2024.

E-7 Minutes for the Special Board of Directors meeting of January 16, 2024.

The Board reviewed the items, accepted public comment, and approved items E-1 through E-7.

Public Comment – None.

Director Cox made a motion to approve the minutes of the Board of Directors meetings of 12/12/23, 12/19/23, 12/20/23, 12/22/23 (2), 1/9/24, and 1/16/24, which was seconded by Director Smolen. A roll call vote was taken; the motion passed.

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

**F. Old and New Business.**

**F-1 General Legal Counsel Agreement.**

The Board reviewed the item, accepted public comment, and authorized the General Manager to execute a professional services agreement with Colantuono, Highsmith, & Whatley, PC for general legal services.

Mr. Geary reviewed the staff report.

Public Comment – None.

Director Hover-Smoot made a motion to authorize the General Manager to execute a professional services agreement with Colantuono, Highsmith, & Whatley, PC for general legal services, which was seconded by Director Ilfeld. A roll call vote was taken, and the motion passed.

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

**F-2 Appoint District's Negotiators for the Fire Department Memorandum of Understanding (MOU).**

The Board reviewed the item, accepted public comment, and designated Directors Cox, Ilfeld, and Smolen as representatives for negotiation of the MOU between the District and the International Union of Operating Engineers (IUOE), Stationary Engineers, Local 39 representing the Fire Department personnel in accordance with Government Code section 54957.6.

Mr. Geary reviewed the staff report and discussed the process typical for negotiations. The Board voiced concerns about their lack of experience leading the negotiation process and it was determined that either legal counsel or a consultant negotiator would be available during the negotiation process. It was agreed that the General Manager should not be one of the negotiators for the process.

Public Comment – None.

Director Hover-Smoot made a motion to designate Directors Cox, Ilfeld, and Smolen as representatives for negotiation of the MOU between the District and the International Union of Operating Engineers (IUOE), Stationary Engineers, Local 39 representing the Fire Department personnel in accordance with Government Code section 54957.6. 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 | Smolen – Yes

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

The Board reviewed the item and accepted public comment.

Chief Chisholm and Ms. Asher reviewed the staff report.

Public Comment – None.

*This item was taken out of order.*

### **F-7 District/Olympic Valley Mutual Water Company (OVMWC) Ad Hoc Committee Formation.**

The Board reviewed the item, accepted public comment, formed an Ad Hoc Committee to discuss the business with the Olympic Valley Mutual Water Company, and appointed Director Hudson and Ilfeld to participate in the committee.

Director Cox and Hover-Smoot left the room due to a conflict of interest pertaining to their interest as customers and shareholders of the company.

Mr. Hunt reviewed the staff report.

Public Comment – None.

Director Smolen made a motion to form the Olympic Valley Mutual Water Company Ad Hoc Committee and appoint Directors Hudson and Ilfeld to the committee. The motion was seconded by Director Ilfeld. A roll call vote was taken, and the motion passed.

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

*This item was taken out of order.*

### **F-8 OVPSD/Olympic Valley Mutual Water Company (OVMWC) Water System Intertie Project Cost-Share and Operations Agreement.**

The Board reviewed the item, accepted public comment, and authorized staff to proceed with the development of a Cost-Share and Operational Agreement with the OVMWC.

Mr. Hunt reviewed the staff report. The Board was comfortable with staff recommendation that the District would fund 75% and the Mutual would fund 25% of the total project costs based on the proportion of the number of customers / service connections served by each agency. The Board discussed the request from the OVMWC to allow the District to enter into a cost reimbursement agreement for their remaining capital contribution requirement in excess of \$50,000. The Board discussed the loan term and interest rate.

Public Comment – None.

Mr. Stepner highlighted that while the Intertie project will benefit their customers, it is not the highest priority project of the OVMWC at this time.

Director Hudson made a motion to proceed with development of a Cost-Share and Operational Agreement with OVMWC with a 75%/25% cost share, and a cost reimbursement agreement with a term not to exceed five years and a reimbursement interest rate with 0% interest. The motion was seconded by Director Ilfeld. A roll call vote was taken, and the motion passed.

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

*The Board took a break from 10:40 AM - 10:50 AM. Director Cox and Hover-Smoot returned to the meeting.*

#### **F-4 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. The Board determined that the current guiding principles are appropriate but that the statements can be considered by the incoming General Manager and during the forthcoming strategic plan process.

Public Comment – None.

#### **F-5 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 Chisholm 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 Chisholm said the statements are reviewed with the crews annually and the Fire Department has no proposed changes to the Statements. The Directors agreed that no changes are needed at this time.

Public Comment – None.

#### **F-6 Placer County Local Area Formation Commission (LAFCo) Call for Nominations.**

The Board reviewed the item, accepted public comment, and did not nominate a candidate to serve as the Special District Representative on LAFCO.

Mr. Geary reviewed the staff report. He noted that the current voting member, Joshua Alpine, would be running for re-election for the Special District seat and that Judy Friedman, Director at Tahoe City Public Utility District, was nominated for the Alternate Special District seat. The Board voiced support for both candidates.

Public Comment – none

**F-9 Fire Department Utility Truck Purchase.**

The Board reviewed the item, accepted public comment, approved the purchase of a utility truck for the Fire Department, and authorized the General Manager to execute all necessary contractual documents.

Chief Chisholm reviewed the staff report. The current vehicle will be sold with staff first trying to sell the vehicle independently and if unsuccessful using an auction service.

Public Comment – None.

Director Cox made a motion to authorize staff to purchase a utility truck for the Fire Department and authorize the General Manager to execute all necessary contractual documents. The motion was seconded by Director Smolen. A roll call vote was taken, and the motion passed.

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

**F-10 Fire Department Command Vehicle Purchase.**

The Board reviewed the item, accepted public comment, approved the purchase of a command vehicle for the Fire Department, and authorized the General Manager to execute all necessary contractual documents.

Chief Chisholm reviewed the staff report. The vehicle is proposed to be retained for fire prevention and training.

Public Comment – None.

Director Cox made a motion to authorize staff to purchase a command vehicle for the Fire Department and authorize the General Manager to execute all necessary contractual documents. The motion 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 | Smolen – Yes

**F-11 Declare Fire Department Items as Surplus and Authorize Sale, Donation or Disposal of Items.**

The Board reviewed the item, accepted public comment, declared the items identified by staff as surplus equipment, and authorized staff to conduct a sale, donate and/or dispose of the items.

Chief Chisholm reviewed the staff report and the original purpose of the vehicles being proposed for surplus and why removing them from the fleet will not compromise the Department's levels of service. The Board was in favor of donating items that cannot be sold for significant value.

Public Comment – None.

Director Hover-Smoot made a motion to declare items as surplus equipment, and authorized staff to conduct a sale, donate and/or dispose of the items. The motion was seconded by Director Smolen. A roll call vote was taken, and the motion passed.

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

#### **F-12 Salary Survey Agreement.**

The Board reviewed the item, accepted public comment, and authorized the General Manager to execute a professional services agreement with Bryce Consulting in an amount not-to-exceed \$10,070 to conduct a Fire Department salary survey.

Ms. Grunst reviewed the staff report.

Public Comment – None.

Director Hover-Smoot made a motion to authorize the General Manager to execute a professional services agreement with Bryce Consulting in an amount not-to-exceed \$10,070 to conduct a Fire Department salary survey. 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 | Smolen – Yes

#### **F-13 General Manager Recruitment.**

The Board reviewed the item, accepted public comment, and provided direction to staff.

Ms. Grunst reviewed the item. The Board suggested staff consider advertising on LinkedIn. There was a discussion about the salary schedule and concern that there should be flexibility for upward mobility. However, the Board requested staff change the salary range on job announcements to \$225,000 – \$290,000.

Public Comment – None.

Director Hover-Smoot made a motion to adjust the salary for all postings to \$225,000 - \$290,000 and to take efforts to encourage internal candidates. The motion was seconded by Director Smolen. A roll call vote was taken, and the motion passed.

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

#### **F-14 Board Meeting Schedule**

The Board reviewed the item, accepted public comment, and set a meeting for February 12<sup>th</sup>, 2024 at 11:30 A.M.

Jessica Asher reviewed the staff report.

Public Comment – None.

Director Hover-Smoot made a motion to set a meeting for February 12<sup>th</sup>, 2024 at 11:30 A.M. The motion was seconded by Director Cox. A roll call vote was taken, and the motion passed. Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Ilfeld – Yes | Smolen – Yes

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

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

Mr. Burks reviewed the report which included the month-end summary for both November and December due to the early meeting in December. Mr. Burks highlighted that the Department has surpassed 1500 days without a worker's compensation claim, which is a significant achievement. The Department has been addressing requests regarding the inspection report resulting from the newly assigned regulator.

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

Mr. Hunt reviewed the report highlighting the status of current projects. The Climate Change Modeling for the Sufficiency of Supply analysis will be presented at the regular February meeting. The Granite Chief "A-Line" Sewer has had some momentum, and the Water and Sewer Committee will be kept informed on the project. The District administration building HVAC improvement project has been delayed approximately one year.

### **G-4 Administration & Office Report**

Ms. Asher reviewed the report. The Board directed staff to pause the strategic plan effort until a new general manager is in place. Mr. Geary said he will make himself available to aid during this process if desired.

### **G-5 General Manager Report**

Mr. Geary provided a verbal report highlighting the work he has been doing related to the action items on the agenda.

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

None.

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

The Board thanked the Fire Department for their response related to the avalanche at Palisades Tahoe and noted appreciation for the attendance of the North Tahoe Fire Protection District at the meeting in evaluating how best to serve the community.

Director Ilfeld made a motion, seconded by Director Smolen, to adjourn to closed session at 12:02 P.M. A roll call vote was taken, and the motion passed.

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



**H. Closed Session.**

**H- 1 Closed Session – Public Employment.**

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

**H- 2 Closed Session – Conference with Labor Negotiators.**

The Board met in Closed Session pursuant to Government Code §54957.6 et al regarding labor negotiations. Only the item on the agenda was discussed, no action was taken.

**H- 3 Closed Session – Public Employee Performance Evaluation.**

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

**H-4 Closed Session – District Labor Negotiations.**

The Board met in Closed Session pursuant to Government Code §54957.6 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 Hover-Smoot made a motion, seconded by Director Smolen to adjourn to open session at 1:19 P.M. A roll call vote was taken, and the motion passed.

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

**I. Possible Action from Closed Session.**

**I-1 Interim General Manager’s Employment Contract.**

The Board reviewed the item, accepted public comment, and approved the Interim General Manager’s Employment Contract by adoption of Resolution 2024-01.

The Board noted the contract terms for the interim General Manager and voiced support for Dave Hunt in that role.

Director Ilfeld made a motion, seconded by Director Hover-Smoot to adopt Resolution 2024-01 approving the Interim General Manager’s Employment Contract. A roll call was taken; the motion passed.

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

**J. Adjourn.**

Director Hudson made a motion, seconded by Director Smolen, to adjourn at 1:27 P.M. The motion passed.

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

By, J. Asher