

# **T-TSA BOARD MEETING SUMMARY**

12/05/2023 Special BOD Meeting

**1) The December 5, 2023 Board meeting was held in person:**

- T-TSA Board Meeting Videos available at: <https://vimeo.com/user183648821>

**2) Public Comment (provided during Public Comment or Agenda items).**

None.

**3) No Sanitary Sewer Overflows.**

**4) Status Report:**

a) Operations Report:

- All plant waste discharge requirements were met and the plant performed well through the month.
- Drained and cleaned chem and recarb clarifiers side one to facilitate clarifier repairs.
- Continue to monitor and evaluate Sodium Hypochlorite pilot project for effluent disinfection.
- Digester Cleaning Complete
- Removed and replaced iron sponge media.
- Cleaned dewatering building centrate and sludge feed tanks.

b) Laboratory Report:

- Staff performed necessary laboratory testing.
- Corrective actions accepted by assessor.
- Lab completed annual proficiency testing with 100% pass rate.
- Lab in process of completing application for ELAP certification.

c) Capital Projects Report:

- Projects Complete: Roof Repair Project. Projects Under Construction: Sodium Hypochlorite Foundation Project Bid Phase: None Projects in Development: Boiler Replacement Project, 2022 Filter Influent Condition Assessment Project, 2022 Sodium Hypochlorite Disinfection Full Scale Project, 2022 TRI Alpine Meadows to Olympic Valley Rehabilitation Project, and 2024 Front Parking & Landscaping Improvements Project.

d) Other Items Report: The Board Approved:

- Approval of the minutes of the Regular Board meeting on October 18, 2023 and the Special meeting on October 31, 2023.
- Approval of payment of General Fund warrants and Financial Statements.
- Approval to declare the 1995 Cat 950F Loader as Surplus Equipment for Auction.
- Approval to award the procurement of 2024 Cat 938 Wheel Loader and 20247 Cat 246D3 Skid Steer.
- Approval of the Emergency Launder Repair Project.
- Approval of Resolution No. 16-2023 Updating the Signatory Authorization for Agency Depository Accounts, Checks, and General Fund Warrants.
- Approval of Bartkiewicz, Kronick and Shanahan (BKS) Legal Services Rate Increase.
- Approval of Board attendance at the 2024 CASA Winter Conference.

• Additionally:

- Collaborated with TSD & TDPUD on Sierra Sun article for 2023 Water Professionals Appreciation week 10/7-10/15/2023. Staff celebrated with an appreciation luncheon and several breakfast/lunch snacks throughout the week.
- Halloween potluck and costume contest. The GM awarded a \$50 gift card to the winner.
- Thanksgiving luncheon for all staff catered by Smokey's BBQ.
- T-TSA Virtual Thanksgiving Food Drive for Sierra Community House raised \$1,605.
- T-TSA Toys For Tots (Toy Drive) and Tahoe Community Cares Winter Coat Drive, on the 1<sup>st</sup> day staff had already collected 23 coats and 14 toys. Donations continue through December 13<sup>th</sup>.
- T-TSA Virtual Holiday Food Drive for Sierra Community House has raised \$1,150 so far and continues through December 13<sup>th</sup>.

**BARTKIEWICZ, KRONICK & SHANAHAN**

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November 27, 2023

By Email Only

Blake R. Tresan, PE  
President, Board of Directors  
Tahoe-Truckee Sanitation Agency  
BTresan@truckeesan.org

Re: BKS Proposed Legal Services Rate Increase

Director Tresan:

Our legal services agreement with the Agency provides for periodic adjustments to our hourly rates, subject to approval by the Board of Directors.

In order to account for increased costs and changes in the experience of our professional staff, the firm requests to adjust our hourly rates by approximately 5% effective January 1, 2024 and as follows:

Principal I	\$360 (+\$15)
Principal II	\$330 (+\$15) (my hourly rate)
Associate I	\$280 (+\$15)
Associate II	\$240 (+\$10)
Paralegal	\$125 (+\$5)

It is my privilege to work with the Agency, and we appreciate our longstanding relationship. Please contact me if there are any questions.

Sincerely,

*Andrew Ramos*

Andrew J. Ramos

cc: Richard Pallante (by email)