

**OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
BOARD OF DIRECTORS MEETING MINUTES #915
OCTOBER 31, 2023**

Agenda with board packet and staff reports is available at the following link:

<https://www.ovpsd.org/board-agenda-october-2023>

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, Bill Hudson, Katy-Hover-Smoot, and Katrina Smolen.

Directors Absent: Fred Ilfeld

Staff Present: Jessica Asher, Program Manager & Board Secretary; Brandon Burks, Operations Manager; Brad Chisholm, Fire Chief; Mike Geary, General Manager; Dave Hunt, District Engineer; and Danielle Mueller, Finance & Administration Manager.

Others Present: David Stepner, Jean Lange

Jean Lange led the Pledge of Allegiance.

B. Community Informational Items.

- B-1** Olympic Valley Watershed Alliance (OVWA) – Ms. Smolen reported that OVWA hosted a successful Truckee River Day event with about 40 participants. She thanked Everline Resort and Spa for access to the property.
- B-2** Friends of Olympic Valley (FoOV) – None.
- B-3** Olympic Valley Design Review Committee (OVDRC) – Mr. Stepner highlighted the upcoming meeting and agenda items. There was a brief discussion about the fencing installed at a property along Olympic Valley Road; Mr. Stepner responded that the OVDRC has filed a complaint regarding the fencing which the County acknowledged.
- B-4** Olympic Valley Municipal Advisory Council (OVMAC) – Mr. Stepner highlighted the upcoming meeting and agenda items noting that there has been discussion about merging regional MACs.
- B-5** Squaw Valley Mutual Water Company (SVMWC) – Mr. Stepner said the construction projects have been completed. SVMWC is offering members the option to switch to a cellular end point water meter at their expense and has placed one 30-unit order thus far.
- B-6** Firewise Community – Chief Chisholm thanked the Firewise Community for their volunteer efforts to staff the green waste days and for sharing information with the community about the fuels management projects. The JPA chiefs are meeting with County and Tahoe Truckee Community Foundation (TTCF) to determine how to support Firewise Communities regionally.
- B-7** Mountain Housing Council of Tahoe Truckee (MHC) – None.
- B-8** Tahoe-Truckee Sanitation Agency (T-TSA) – Director Cox reviewed the T-TSA Board Meeting summary highlighting the presentation by Shawn Koorn regarding connection and cost of service fees.

B-9 Capital Projects Advisory Committee (CAP) – Ms. Mueller provided information from the joint CAP and Transient Occupancy Tax (TOT) meeting. CAP responsibilities have been extended through the end of the annual grant cycle. The cycle was extended with funding for approved projects expected to be available in the early summer. The Committee will work to have the annual grant cycle earlier in the year in the future. The group was encouraged to consider any projects the District could apply for.

C. Public Comment/Presentation.

None.

D. Financial Consent Agenda Items.

Director Hudson and Smolen convened with staff on October 31st, 2023, from approximately 7:50-8:25 A.M. to review items D-1 through D-13, and other finance-related items on the agenda. Ms. Mueller provided a summary of the meeting.

Public Comment – None.

Director Smolen made a motion to approve the financial consent agenda, which was seconded by Director Hudson. The motion passed.

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

E. Approve Minutes.

E-1 Minutes for the Board of Directors Regular Meeting of September 26th, 2023.

The Board reviewed the item, accepted public comment, and approved the minutes for the Board of Directors meeting of September 26th, 2023.

Public Comment – None.

Director Hover-Smoot made a motion to approve the minutes of the Board of Directors meeting of September 26th, 2023, which was seconded by Director Smolen. The motion passed.

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

F. Old & New Business.

F-1 Fuels Management Program.

The Board reviewed the item and accepted public comment.

Chief Chisholm and Ms. Asher reviewed the staff report. The Board discussed ensuring the road to the OV-1 site was stabilized prior to winter and asked if it would be possible to capture drone imagery of the project. Related to the green waste dumpster rebate program, staff informed the Board that Tahoe Truckee Sierra Disposal may not offer discounted green waste dumpsters for those not in the garbage service area and thus the Board would need to consider the rebate provided to those customers in our fire service boundary but outside the garbage service area.

Public Comment –

Mr. Stepner asked how much precipitation would hinder OV-1 operations, staff responded that measurable snowfall would likely stop operations but was unsure how much precipitation could be handled.

F-2 Bike Trail Snow Removal Contract

The Board reviewed the item, accepted public comment, approved the bike trail snow removal contract, and authorized the General Manager to execute the agreement.

Mr. Geary reviewed the staff report highlighting that the terms are the same as in previous years except that the contract length is one-year and staff negotiated a 3% fee increase. Placer County has told staff they plan to complete a regional study on bike trail snow removal costs. Mr. Geary has encouraged the County to focus on cost/user and the TOT dollars generated in the Valley rather than exclusively a per mile cost. The District's costs are higher than neighboring agencies as we do not have a recreation department thus the service is provided by certified water and sewer operators, the trail is shorter than adjacent paths, the Valley receives more snow depth than most other areas, and the path is adjacent to roadways and so snow removal includes clearing snow from road operations (similar to some other paths, but not all).

Mr. Burks said the District is considering sharing equipment with other enterprises to share costs for maintenance and replacement. To date, the snow removal equipment has only been used for the bike path, mainly due to concern that there is only one piece of equipment. The Board suggested staff consider if the District should apply to the CAP annual grant cycle for new equipment given the reserved funds that could be used for match and their approval of purchase of a machine for NTPUD in the past.

Public Comment – None.

Director Hudson made a motion to approve the Bike Trail Snow Removal contract once provided by the County assuming there are no substantive changes, and to authorize staff to execute the contract between Placer County and the Olympic Valley Public Service District. The motion was seconded by Director Hover-Smoot. The motion passed.

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

F-3 Annual Review of the Bike Trail Snow Removal Financial Reserves Policy.

The Board reviewed the item, accepted public comment, and made no changes to the District's Bike Trail Snow Removal Financial Reserves Policy.

Ms. Mueller reviewed the staff report and provided a summary of the Policy.

Public Comment – None.

F-4 Annual Review of the Investment Policy.

The Board reviewed the item, accepted public comment, and made no changes to the District's Financial Investment Policy.

Ms. Mueller reviewed the staff report and provided a summary of the Policy.

Public Comment – None.

F-5 Annual Review of the Financial Reserves Policy.

The Board reviewed the item, accepted public comment, and made no changes to the District's Financial Reserves Policy.

Ms. Mueller reviewed the staff report and provided a summary of the Policy noting that the District completes an analysis annually prior to presenting the policy and that all reserve requirements are being met.

Public Comment – None.

F-6 Annual Review of the Pension 115 Trust Funding Policy.

The Board reviewed the item, accepted public comment, and made no changes to the District's Pension 115 Trust Funding Policy.

Ms. Mueller reviewed the staff report and said that staff consider the account balances as of June 30th each year to determine if action is needed. Since the balance is less than \$250,000, staff proposed no action. Mr. Geary said that the staff report is very well written and encouraged the Directors to understand the District's response to CalPERS unfunded accrued liability (UAL).

Public Comment – None.

F-7 Annual Review of Other Post-Employment Benefit (OPEB) 115 Trust Funding Policy.

The Board reviewed the item, accepted public comment, made no changes to the District's OPEB 115 Trust Funding Policy, and approved a \$50,000 contribution to the California Employers' Retiree Benefit Trust (CERBT).

Ms. Mueller reviewed the staff report and proposed the District make a \$50,000 contribution (e.g., \$25,000 for the Utility / Admin Department and \$25,000 for the Fire Department) to the CERBT, a special irrevocable trust fund that allows State and local public agencies in California to prefund their OPEB obligations.

Public Comment – None.

Director Hover-Smoot made a motion to approve the OPEB Trust Funding Policy and to approve a \$50,000 contribution to the CERBT, which was seconded by Director Hudson. The motion passed. Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Ilfeld – Absent | Smolen – Yes

F-8 Tahoe Truckee Sierra Disposal Garbage Agreement Proposed Rate Increase.

This item was removed from the agenda and will be brought to the Board at a future meeting. Mr. Geary explained the rate is scheduled to increase based on the Consumer Price Index to a maximum of 6% with the amount over 6% applied to next year. Staff may recommend negotiating discounted green waste dumpsters for non-garbage customers.

F-9 Painted Rock Lodge Water Infrastructure - Irrevocable Offer of Dedication.

The Board reviewed the item, accepted public comment, and adopted Resolution 2023-20 accepting an Irrevocable Offer of Dedication of water facilities from David Peter Frederick Hess and Carlos Ramirez.

Mr. Hunt reviewed the staff report.

Public Comment – None.

Director Hover-Smoot made a motion to adopt Resolution 2023-20 accepting an Irrevocable Offer of Dedication of water facilities from David Peter Frederick Hess and Carlos Ramirez, which was seconded by Director Hudson. A roll call vote was taken, and the resolution was adopted.

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

G. Management Status Reports.

G-1 Fire Department Report

Chief Chisholm reviewed the report highlighting the staff is researching options to surplus the used automobile extrication equipment, an increase in short term rental inspections, and the Department's transition away from One-Drive to a communal SharePoint. Chief Chisholm discussed a meeting with Caltrans regarding vegetation removal along evacuation corridors. He alerted the Board that Engine 21 (the first out engine) required approximately \$14,000 in annual maintenance. The General Manager provided approval under emergency circumstances but per the purchasing and procurement policy brought it to the Board's attention, the Board agreed it was best to move forward with the maintenance. There was a discussion regarding staffing and employment opportunities. Recruitment has not been successful to hire firefighters with a paramedic certification and the Department is preparing to announce a position for firefighter with EMT certification with a provision to become a paramedic with a tiered loan forgiveness program. The seasonal program ended effective November 15th and the Department does not intend to continue the program, but it could be restarted in the future.

G-2 Water & Sewer Operations Report

Mr. Burks reviewed the report highlighting that the new utility vehicle was picked up and the old vehicle will be brought to auction. There was a typo in the report, and the *Season to Date Average Precipitation* was 53.34" not 523.54". Mr. Burks discussed the process for BAC-T testing as in October, two of the three monthly tests came back positive for coliform (negative for e-coli/fecal matter). After two rounds of additional testing all sites and wells were negative for coliform. Mr. Burks discussed the chlorination requirements annually and following a positive coliform sample. Mr. Burks said he will likely recommend the District move to full-time chlorination in the future but expects it to be a discussion item at that time.

G-3 Engineering Report

Mr. Hunt reviewed the report. Staff will work with Director Ilfeld and Hudson to structure the project's proposed cost share agreement for the District/Mutual Water Company Intertie Project. The Granite Chief Estates Property Owners Association was issued a compliance letter in April, 2023 regarding the A-Line Sewer with a deadline of November 30th to replace the sewer line or install individual sewer pump stations. The District will likely need to issue a discontinuation letter and will be incurring some legal fees related to this issue. Staff provided brief information on the Olympic Valley Water Management Action Plan Technical Advisory Committee meeting last month.

G-4 Administration & Office Report

Ms. Asher reviewed the report. The Board suggested that shoveling of neighborhood fire hydrants should be highlighted in the winter newsletter, possibly including the hydrant map. Ms. Asher reviewed the scope and schedule of the strategic plan work effort based on direction from the September meeting, and in consideration of Mr. Geary's resignation in March.

The Board agreed that the strategic plan was an important priority. It would be preferable to have both Mr. Geary and the new General Manager involved in the process; but that feasibility needs to be considered along with the timing to hire a new general manager and new legal counsel. The Board is in favor of an outside facilitator that focuses on work with special districts. The plan should focus on the goals, objectives, and workplan. There was positive support for the Rauch Communications Consultants, and Glen Price Group. The Board noted that the workplan is an important element in the general manager evaluation. Staff will collect proposals either through a staff interview or RFP process and will bring back to the Board for consideration at a future meeting.

G-5 General Manager Report

Mr. Geary reviewed the report highlighting his resignation letter attached to the report. Director Cox expressed gratitude for what Mr. Geary has done for the District and appreciated the extended notice.

G-6 Legal Report (verbal)

None.

G-7 Directors' Comments (verbal)

The Directors thanked Mr. Geary for his service and congratulated him on the new position. Ms. Smolen provided an overview of the Special District Leadership Academy she recently completed.

Director Hover-Smoot made a motion, seconded by Director Hudson, to adjourn to closed session at 11:12 P.M. The motion passed.

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

H. Closed Session – Performance Evaluation of General Manager.

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

Director Hover-Smoot made a motion, seconded by Director Hudson, to adjourn to open session at 1:10 P.M. The motion passed.

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

I. Possible Action from Closed Session.

I-1 Board Meeting Schedule.

The Board reviewed the item, accepted public comment, and set a regular meeting of the Board to be held at 8:30 A.M. on November 28th, 2023.

Director Hover-Smoot made a motion, seconded by Director Hudson to set a regular meeting of the Board to be held at 8:30 A.M. on November 28th, 2023. The motion passed.

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

J. Adjourn.

Director Hover-Smoot made a motion, seconded by Director Hudson, to adjourn at 1:11 P.M. The motion passed.

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

By, J. Asher