EXHIBIT E-1
10 Pages

OLYMPIC VALLEY PUBLIC SERVICE DISTRICT
BOARD OF DIRECTORS MEETING MINUTES #911
JUNE 27, 2023

Agenda with board packet and staff reports is available at the following link:
https://www.ovpsd.org/board-agenda-june-2023-0

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, and Fred Ilfeld.

Directors Absent: Katrina Smolen

Staff Present: Thomas Archer, District Counsel; Jessica Asher, Board Secretary; Brandon Burks, Operations Manager; Brad Chisholm, Fire Chief; Mike Geary, General Manager; Scott Halterman, Fire Engineer; Aline Henriksen, Administration Assistant; Dave Hunt, District Engineer; Danielle Mueller, Finance & Administration Manager; and Allen Riley, Fire Chief.

Others Present: Pete Bansen; Jessica Grunst; Alexa Kinsinger; Jean Lange; Josh Rytter; Justin Scacco; Nicole Whiteman; family members of Captain Walde and Chief Chisholm.

Chief Chisholm led the Pledge of Allegiance.

B. Community Informational Items.

B-1 Friends of Squaw Creek (FoSC) – 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) – Chief Riley and Chief Chisholm attended the recent meeting, introducing Chief Chisolm to the OVMAC. The Council discussed Placer County's road repair projects and presented the results of an investigation responding to a noise complaint from residents regarding outdoor HVAC equipment at Everline Resort, which did not result in any violations.

B-5 Squaw Valley Mutual Water Company (SVMWC) – Chief Riley and Chief Chisholm attended the most recent meeting and introduced Chief Chisholm to the SVMWC Board.

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

B-7 Mountain Housing Council of Tahoe Truckee (MHC) – Director Ilfeld discussed SB 440 (Regional Housing Finance Authorities) which would directly benefit our region by providing the Truckee Tahoe Workforce Housing Agency another financing tool and allow Regional Housing Finance Authorities to set a local area median income (AMI) eligibility threshold at 150% of AMI.

B-8 Tahoe-Truckee Sanitation Agency (T-TSA) – Director Cox provided a brief overview of T-TSA's possible sale of potential surplus real property to accommodate revitalization on East River and West River Streets in Truckee. He requested that Directors view T-TSA's meeting recording from July 26th which included two presentations about the topic. Staff asked that the Board provide direction at the July Board meeting regarding the content of further presentations and discussion with the PSD Board. Director Cox noted that he requested T-TSA complete a formal risk assessment to estimate the land buffer around the treatment plant required to ensure public safety. Ms. Lange asked about the District's investment in the land and Director Cox explained the District's position as a T-TSA member agency.

B-9 Capital Projects Advisory Committee (CAP) – None.

B-10 Firewise Community – Chief Chisholm said staff continue to work with the Firewise Community and noted that the green waste disposal day on June 11th was very successful, removing approximately 210 cubic yards of green waste.

C. Public Comment/Presentation.

Director Ilfeld said that Oasis Broadband has upgraded technology for internet services and that he has been happy with the reliability and speeds thus far.

Jessica Asher noted that staff received three comments from the public over the past month regarding green waste which were each sent to the Board and are available on request by the public.

This item was taken out of order. Timed item: 9:00 AM

F-1 Fire Department Badge Pinning Ceremony

The Fire Department conducted a formal ceremony honoring the promotions of Chief Chisholm, Captain Walde, and Engineer Halterman including administering the Oath of Office and pinning new badges on the promoted staff.

Chief Riley provided comments in recognition of the commitment demonstrated during the rigorous testing and interview process and welcomed each of the promoted staff. Director Cox praised the Department's efforts since Chief Bansen's command, which started in 1981, that supported Chief Riley, Chief Chisholm, captains, and engineers to be promoted from within.

Public Comment – None.

This item was taken out of order.

F-2 Recognition of Service by Resolution 2023-10 – 30 years – Allen Riley, Fire Chief

The Board reviewed the item, accepted public comment, and adopted Resolution 2023-10.

Former Fire Chief Pete Bansen presented Resolution 2023-10 and read the resolution. President Cox, and Mr. Geary offered gratitude for Chief Riley's 30 years of commitment to Olympic Valley.

Public Comment – None.

Resolution 2023-10 was adopted.
Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Ilfeld – Yes | Smolen – Absent

D. Financial Consent Agenda Items.

Director Hudson convened with staff on June 26, 2023 from approximately 1:00 – 1:50 p.m. to review items D-1 through D-11, 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 Hudson. The motion passed.
Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Ilfeld – Yes | Smolen – Absent

E. Approve Minutes.

E-1 Minutes for the Board of Directors Regular Meeting of May 30, 2023.

The Board reviewed the item, accepted public comment, and approved the minutes for the Board of Director meeting of May 30, 2023.

Public Comment – None.

Director Hudson made a motion to approve the minutes of the Board of Director meeting of May 30, 2023, which was seconded by Director Ilfeld. The motion passed.
Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Ilfeld – Yes | Smolen – Absent

F. Old & New Business.

Director Hover-Smoot made a motion to open the Public Hearings for Ordinance 2023-01, FY 2023-2024 Budget, Ordinance 2023-02, Ordinance 2023-03, and the request to Placer County to collect delinquent charges. The motion was seconded by Director Hudson. The motion passed.
Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Ilfeld – Yes | Smolen – Absent

F-2 PUBLIC HEARING: Ordinance 2023-01 – Adopting Rates & Charges and Revised District Codes.

The Board reviewed the item, accepted public comment, and adopted Ordinance 2023-01 to revise District Codes by adopting rates and charges.

Ordinance 2023-01 was introduced at the May 30, 2023, Board Meeting. The adopted rate increases are Sewer 5%, Water 5%, and Garbage 10%. There are no changes proposed to connection fees.

Public Comment – None.

Director Hudson made a motion to adopt Ordinance 2023-01, revising District Codes by adopting rates and charges. The motion was seconded by Director Ilfeld. A roll call vote was taken; the motion passed.
Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Ilfeld – Yes | Smolen – Absent

F-3 PUBLIC HEARING: Approve FY 2023-2024 Budget

The Board reviewed the items, accepted public comment, and approved the FY 2023-2024 Budget by adoption of Resolution 2023-11.

The item was reviewed in detail during the Finance Committee and in previous Board Meetings; this was the fourth opportunity for budget review.

Public Comment – None.

Director Hover-Smoot made a motion to approve Resolution 2023-11, approving the FY 2023-2024 Budget, which was seconded by Director Ilfeld. A roll call vote was taken; the motion passed.
Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Ilfeld – Yes | Smolen – Absent

F-4 PUBLIC HEARING: Ordinance 2023-02 – Adopting a Fire and Life Safety Cost Recovery Schedule.
The Board reviewed the item, accepted public comment, and adopted Ordinance 2023-02 updating the Fire and Life Safety Cost Recovery Schedule.

Public Comment – None.

Director Hudson made a motion to adopt Ordinance 2023-02, adopting a Fire and Life Safety Cost Recovery Schedule. The motion was seconded by Director Hover-Smoot. A roll call vote was taken; the motion passed.
Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Ilfeld – Yes | Smolen – Absent

F-6 PUBLIC HEARING: Ordinance 2023-03 – Adopting Revisions to the District Administrative Code Chapter 1 – Water Code
The Board reviewed the item, accepted public comment, and adopted Ordinance 2023-03 to revise the District Codes related to water conservation.

Public Comment – None.

Director Hudson made a motion to adopt Ordinance 2023-03, revising the District Codes related to water conservation. 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 – Absent

F-7 PUBLIC HEARING: Request Placer County to Collect Delinquent Charges.
The Board reviewed the item, accepted public comment, and adopted Resolution 2023-12, requesting Placer County to collect delinquent charges.

Public Comment – None.

A motion to adopt Resolution 2023-12, requesting Placer County collect delinquent charges, was made by Director Hover-Smoot, and seconded by Director Ilfeld. A roll call vote was taken; the motion passed.
Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Ilfeld – Yes | Smolen – Absent

Director Hover-Smoot made a motion to close all public hearings, which was seconded by Director Ilfeld. The motion passed.
Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Ilfeld – Yes | Smolen – Absent

F-8 Water and Sewer System Annual Report.
The Board reviewed the item and accepted public comment.

Mr. Burks reviewed the 2022 Water and Sewer System Annual Report including water production, sewer collection, aquifer water levels, precipitation totals, maintenance projects and costs, water loss trends, water flow trends, equipment fleet, fuel usage, and vehicle air quality requirements.

Director Ilfeld pondered how the District's population and number of single-family residential water customers over the past 30 years, compared to the Mutual Water Company, to better understand some of the trends presented in the report.

Public Comment –
Ms. Lange asked about an apparent water leak at the corner of Squaw Creek Road and Olympic Valley Road, Mr. Burks clarified the water flow was due to a drainage issue, and not a potable water leak.

F-9 Fuels Management Program.
The Board reviewed the item and accepted public comment.

Chief Chisholm reviewed the staff report and thanked the Operations Department for loading approximately 210 CY of green waste into the dumpsters following the first Green Waste Disposal Day in 2023.

Public Comment – None

F-10 CAL FIRE Dispatch Agreement.
The Board reviewed the item, accepted public comment, rescinded Resolution 2020-16, approved the agreement with Cal Fire for dispatch services through adoption of Resolution 2023-13, and authorized the Fire Chief to execute the agreement.

Chief Chisholm reviewed the staff report emphasizing that the Grass Valley Emergency Command Center provides excellent service, and that the Department relies heavily on their service for daily operations and mobilizing strike teams. The agreement cost is based on system demand (e.g., call volume) and has increased slightly from the last contract. There is a not a reasonable alternative option for dispatch services.

Public Comment – None.

A motion to rescind Resolution 2020-16, approve the agreement with Cal Fire for dispatch services through adoption of Resolution 2023-13, and authorize the Fire Chief to execute the agreement was made by Director Ilfeld 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 | Smolen – Absent

Public Comment – None.

F-11 California Special Districts Association (CSDA) Election – Sierra Network.
The Board reviewed the item, accepted public comment, and cast a vote for Peter Kampa.

Ms. Asher reviewed the staff report, and the Directors briefly discussed the candidate's qualifications. Ms. Asher and Mr. Geary stated that they were very satisfied with the services and performance of CSDA. The Directors determined that the incumbent, Peter Kampa, was well qualified.

Public Comment – None.

A motion to vote for Peter Kampa was made by Director Hudson and seconded by Director Hover-Smoot. The motion passed.
Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Ilfeld – Yes | Smolen – Absent

F-12 Special Districts Risk Management Authority (SDRMA) Election.
The Board reviewed the item, accepted public comment, and cast a vote for Robert Swam, Acquanetta Warren, and Sandy Seifert-Raffelson by adoption of Resolution 2023-14.

Ms. Asher reviewed the staff report. Ms. Mueller, Mr. Geary, and Mr. Archer discussed satisfaction with SDRMA. The Directors briefly discussed the candidates' qualifications.

Public Comment – None.

Director Ilfeld made a motion to cast a vote for Robert Swam, Acquanetta Warren, and Sandy Seifert-Raffelson by adoption of Resolution 2023-14. The motion was seconded by Director Hudson. A roll call vote was taken, and the Resolution was adopted.
Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Ilfeld – Yes | Smolen – Absent

F-13 Approve Additional Services Addendum (ASA) – DOWL - OVPSD/SVMWC Emergency Intertie Project
The Board reviewed the item, accepted public comment, approved the ASA the DOWL in the amount of $52,279, and authorized the General Manager to execute all contractual documents.

Mr. Hunt reviewed the staff report. The District contracted with DOWL, based in Reno NV, on December 21, 2021 to provide professional engineering services for the OVPSD/SVMWC Emergency Intertie Project. The original scope of work was based on a project that included a single pressure reducing valve station (PRV)/booster pump station (BPS) site. The Basis of Design Report, completed in February 2023, recommended a project that includes two separate locations for the Mutual BPS (located in the SVMWC wellhouse) and the District PRV (located at the intersection of Olympic Valley Road and Russell Road). The ASA scope of work includes additional survey, design, and construction support services due to the selected project design alternative and an extended project schedule. The project is currently under development and anticipated to be completed by the end of 2024.

The Board voiced concern that the SVMWC contribute fairly to the project's cost and that District does not subsidize the project. The Board asked that staff update the unconflicted Directors on discussions regarding the cost-share negotiations which are anticipated later this summer.

Director Hover-Smoot and Director Cox announced a conflict of interest as members of the SVMWC. Director Cox was randomly selected to participate in the discussion to achieve a quorum to conduct business, under the legally required participation exemption.

Public Comment – None.

Director Ilfeld made a motion to approve the ASA with DOWL for the OVPSD/SVMWC Emergency Intertie Project in the amount of $52,279 and authorized the General Manager to execute all contractual documents. The motion was seconded by Hudson. The motion passed.
Cox – Yes | Hover-Smoot – Absent | Hudson – Yes | Ilfeld – Yes | Smolen – Absent

Director Hover-Smoot rejoined the meeting.

F-14 305 Olympic Valley Road HVAC Improvements Project – Engineering Professional Services – SEED, Inc.
The Board reviewed the item, accepted public comment, approved the professional services agreement with SEED, Inc. for consulting services not to exceed $65,100, and authorized the General Manager to execute all contractual documents.

The 305 Olympic Valley Road building heating, ventilation, and air conditioning (HVAC) system was constructed in 2005 and has had many issues including inconsistent heating and cooling, inefficiencies that result in high energy use, boiler and pump failures, and more. The ability of operations staff to keep the system up and running efficiently has been strained. Director Hover-Smoot asked about exterior noise from the system and Mr. Hunt responded that the system generated minimal exterior noise.

Sustainable Environment Engineered Design, Inc. (SEED) located in Incline Village NV, completed a Building Analysis Report & HVAC Master Plan for the District which was completed in March 2023. Staff requested a proposal from SEED for preparation of design documents, support during bidding, construction management, and commissioning of the HVAC improvements. The project will begin after contract execution and is estimated to be completed by the end of 2024.

Public Comment – None.

Director Ilfeld made a motion to approve the professional services agreement with SEED, Inc. for consulting services not to exceed $65,100, and authorized the General Manager to execute all contractual documents. The motion was seconded by Hover-Smoot. The motion passed.
Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Ilfeld – Yes | Smolen – Absent

F-15 Tahoe Truckee Community Foundation (TTCF) Forest Futures – Approve Grant Agreement
The Board reviewed the item, accepted public comment, and authorized the Board President and a staff member to execute the grant agreement in the amount of $45,125.

Ms. Asher reviewed the staff report. The Fire Department was awarded a $45,125 grant from the Truckee North Tahoe Forest Management Program (TNTFMP) to fund the OV-4 Fuels Management

Project. The Project will address wildfire risk by completing layout, design, and CEQA compliance for a minimum 150-foot-wide fuel break on private lands greater than 3-acres, surrounding the perimeter of residential properties, buildings, and other structures in the valley.

Mr. Archer said he had reviewed the agreement, that it is a typical contract, and he was not concerned with the District entering into the agreement. The Directors asked for confirmation from Staff that the one-year grant term was sufficient; staff responded that they believed it would be, but that they would request clarity from TTCF on the feasibility of a grant extension if required.

Public Comment –
Ms. Lange stated that a grant term extension is not necessarily helpful as the sooner the project is designed and permitted, the faster it can be implemented.

Director Hover-Smoot made a motion to authorize the Board President and a staff member to execute the grant agreement, which was seconded by Director Hudson. The motion passed.
Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Ilfeld – Yes | Smolen – Absent

G. Management Status Reports.

G-1 Fire Department Report

Chief Riley reviewed the report. The water tender was sold for $15,500. Captain Walde and Engineer Halterman are active in their new roles and the Department is working closely with Human Resources to recruit for two open firefighter positions. Chief Chisholm noted appreciation to Chief Riley for the training and introductions he has been providing.

G-2 Water & Sewer Operations Report

Mr. Donahue reviewed the report highlighting the full aquifer levels and discussing collection of precipitation data.

G-3 Engineering Report

Mr. Hunt reviewed the report, provided information on the Zone 3 Tank Recoating Project which is underway, the West Tank Recoating Project which is nearly complete, the GIS field data collection process to streamline the water meter replacement project, and water rights application A031486.

G-4 Administration & Office Report

Ms. Asher reviewed the report and provided an update on the Document Management System Project.

G-5 General Manager Report

Mr. Geary reviewed the report and provided information about SB 1383, California's Short-Lived Climate Pollutant Reduction Strategy.

G-6 Legal Report (verbal)

None.

G-7 Directors' Comments (verbal)
The Directors thanked Chief Riley for his exceptional service to the community and congratulated Brad Chisholm on his promotion to Fire Chief.

The Board took a break from 11:25 AM to 11:40 AM.

Director Hover-Smoot made a motion, seconded by Director Ilfeld to adjourn to closed session at 11:40 A.M. The motion passed.
Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Ilfeld – Yes | Smolen – Absent

H. Closed Session
H-1 – 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.

H-2 – Conference with Labor Negotiators
The Board met in Closed Session pursuant to Government Code §54957.6 et al regarding the General Manager's contract. 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 1:11 P.M. The motion passed.
Cox – Yes | Hover-Smoot – Yes | Hudson – Yes| | Ilfeld – Yes | Smolen – Absent

I. Possible Action from 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 2023-15.

Director Hudson reported that the term of the agreement shall be updated to July 1, 2023 – June 30, 2025 and that the compensation and benefits of the agreement are unchanged.

Director Ilfeld made a motion, seconded by Director Hover-Smoot to adopt Resolution 2023-15 approving the General Manager's Employment Contract. A roll call was taken; the motion passed.
Cox – Yes | Hover-Smoot – Yes | Hudson – Yes| | Ilfeld – Yes | Smolen – Absent

I-2 Approve FY 2023-2024 Employee Salary Schedules.
The Board reviewed the item, accepted public comment, and adopted Resolution 2023-16 approving FY 2023-2024 Employee Salary Schedules.

Director Hover-Smoot made a motion to adopt Resolution 2023-16 approving FY 2023-2024 Employee Salary Schedules, which was seconded by Director Ilfeld. A roll call vote was taken; the motion passed.
Cox – Yes | Hover-Smoot – Yes | Hudson – Yes | Ilfeld – Yes | Smolen – Absent

J. Adjourn.

Director Hover-Smoot made a motion, seconded by Director Hudson, to adjourn at 1:14 P.M. The motion passed.

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

By, J. Asher