

**MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF  
SIERRA LAKES COUNTY WATER DISTRICT**

**Date:** Thursday, November 9, 2023 / **Time:** 5:30 p.m. / **Place:** 7305 Short Road, Serene Lakes, CA

The meeting was held in person at the District Office and teleconferenced to allow public participation.

**I. Open Meeting:**

Roll Call:

Directors in attendance at the Sierra Lakes County Water District Boardroom:

Director Karen Heald  
Director Jennifer Jackson  
Director David Keatley

Directors Dan Stockton and Jon Harvey were absent

Staff in attendance at the Sierra Lakes County Water District Boardroom:

Patrick Baird, Utility Operations Manager  
Anna Nickerson, Financial Consultant

Staff in attendance by Zoom:

Jeffrey Mitchell, District Counsel

Staff absent from the meeting:

Shauna Lorange, General Manager

Guests in attendance at the Sierra Lakes County Water District Boardroom:

Emily Wexler

Guests in attendance by Zoom:

Dick Simpson

Minutes Recorder:

Anna Nickerson, Financial Consultant

**II. Public Forum:** An opportunity for members of the public to address the Board on items that were not on the agenda. Emily Wexler, Serene Lakes resident, addressed the Board. She said she was representing a group of people from the area who were getting more and more

concerned about the quality of the lake water. She said she wanted to formally ask that the Board add something to the next agenda to discuss improving the water quality parameters that were being measured, future implementation of the measurement plan and the incorporation of the program into the Utility Master Plan. She also said the parameters of interest included dissolved oxygen, nutrients, nitrogen run off, temperature, pH, aquatic plants, lake bottom depth and creating a regular sampling plan for continued monitoring. She added that they were all a little panicked about the cyanobacteria issue. Although the Board could not comment, Ms. Wexler was asked to contact Patrick Baird, Utility Operations Manager and Shauna Lorance, General Manager.

**III. Approve Agenda:** The agenda was presented to the Board for approval.

**A motion was made by Director Keatley and seconded by Director Jackson to approve the agenda.** The motion passed by a rollcall vote: Ayes: Directors Heald, Jackson and Keatley; Absent: Directors Stockton and Harvey.

**IV. Public Comments:** An opportunity for the Board to consider comments received from the public after the agenda was posted, regarding items on the agenda. Mrs. Nickerson said there were none.

**VI. Operations:**

- A. Shauna Lorance, General Manager, was absent. Patrick Baird, Utilities Operations Manager presented her report to the Board for consideration and possible action. He reported the following:
- Staff has been working with the manufacturer on the installation of the arsenic removal system. Staff was now installing pre-filters supplied by the manufacturer. He anticipated that the installation should be complete by mid-December. Once the installation was completed and working properly, an amendment would be submitted to the State requesting approval for extended use if needed.
  - A letter was sent to Fish and Wildlife regarding the otter issue. A response, dated September 21, 2023, was sent to the community and a meeting with SLPOA was scheduled. Mr. Baird also said he heard other areas were having issues with otter attacks.
  - A presentation on the Utility Master Plan was anticipated for December or January meeting. A 60 page draft was received earlier in the day for review and a tentative meeting with Dowl was set for November 20, 2023.
  - Staff met with UNR regarding the Lake Management Plan. He said many of the items mention by Ms. Wexler were included. He also anticipated that the report would be complete sometime in 2024. Director Heald said it would be helpful to notify the public about the presentation given the great amount of public interest.
  - A presentation regarding water usage was anticipated for the December meeting.
- B. Patrick Baird, Utility Operations Manager, presented his report to the Board for consideration and possible action. He reported the following:
- DSPUD began snow making.
  - DSPUD had no violations in October.

- SLCWD had no violations for drinking water.
- Water usage was down almost 40% over the last two years and down 45% over the last five years.
- As a result of the summer sewer projects, sewer flows through the plant were down to 17% from the peak flows of 40% in July. He anticipated that the District would be in the 20% range going forward.
- Lake temperature was at 10°C throughout October and recently dropped to 5°C. Staff was preparing for winter.
- There was a mainline break on Soda Springs Road on October 20, 2023. About 120,000 gallons were lost before the break could be isolated. It was the third emergency break on the Soda Springs line. Director Jackson asked if it was due to construction. Mr. Baird said it was most likely due to a “water hammer”; a water hammer happens when a hydrant is opened and closed too fast. Director Heald said in the past, emails have been sent to customers providing important information. She thought a message about hydrants and who to notify if someone was operating a hydrant without District staff could be sent.

**VII. Consent Items Calendar:** The Consent Items Calendar was presented to the Board for action. The Consent Items Calendar included the minutes from the October 12, 2023 Regular Meeting; October 2023 Check Register; financial reports for the month ending October 31, 2023; and Disbursements for Board Approval:

**A motion was made by Director Keatley and seconded by Director Jackson to approve the Consent Items Calendar.** The motion passed by a rollcall vote: Ayes: Directors Heald, Jackson and Keatley; Absent: Directors Stockton and Harvey.

**VIII. Old Business:** NONE

**VI. New Business**

A. Sierra Lakes County Water District’s 2022/2023 Audited Financial Statements were presented to the Board for review and possible action. Mrs. Nickerson said it was another clean audit and that the financial statements were basically as previously presented with one minor entry identified by the auditors; she had calculated the prepaid interest but had not recorded the entry resulting in a \$2,000 adjustment.

Director Heald asked about the District’s position on its unfunded retirement liability. Mrs. Nickerson said she was on the CalPERS website earlier that day and the annual invoices had not posted yet. She also mentioned the District’s OPEB (Other Post Employment Benefits) liability. She also said the District currently holds funds in a separate LAIF account based on MacLeod Watt’s annual actuarial report. She suggested that the Board might consider moving the funds into a third-party fiduciary account like CalPERS’ CERBT (California Employers Retirement Benefit Trust). This would remove the unfunded liability from the District’s Balance Sheet, improving the District’s financial position as it moved forward with the Utility Master Plan.

**A motion was made by Director Keatley and seconded by Director Jackson to accept the audit report.** The motion passed by a unanimous rollcall vote: The motion passed by a rollcall vote: Ayes: Directors Heald, Jackson and Keatley; Absent: Directors Stockton and Harvey.

## **VII. Administration**

A. There were no Follow-Up/Action Items from the October 2023 Board Meeting.

B. The Board was polled to determine availability to meet in person at the December 14, 2023, Regular Meeting:

Tentatively Available to meet in person: Directors Stockton

Possibly available to meeting in person but cannot commit yet: Director Keatley

Unavailable to attend in person: Directors Heald and Jackson.

Pending Availability: Director Havery

Mrs. Nickerson was asked to send an email to determine availability and to include a couple alternate dates.

## **VIII. Adjournment**

**A motion was made by Director Jackson and seconded by Keatley to adjourn the meeting.** The motion passed by a rollcall vote: Ayes: Directors Heald, Jackson and Keatley; Absent: Directors Stockton and Harvey.

The minutes were approved at the Special Meeting held on December 11, 2023, as part of the Consent Items Calendar. A motion was made by Director Keatley and seconded by Director Heald to approve the Consent Items Calendar as presented. The motion passed by a unanimous rollcall vote: