



# N.C.S.D

Northstar Community Services District  
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**Board of Directors**  
Warren "Chip" Brown, President  
Nancy Ives  
Marilyn Forni  
Mike Moll  
Michael "Spoon" Witherspoon

**General Manager**  
Michael Staudenmayer

## MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS DECEMBER 21, 2022 – 9:00 A.M. 900 NORTHSTAR DRIVE

President Brown called the meeting to order at 9:00 A.M. Wednesday, December 21, 2022. The Pledge of Allegiance and roll call followed.

**DIRECTORS PRESENT**      **Brown, Ives, Moll, Witherspoon**

**DIRECTORS ABSENT:**      **Forni**

**STAFF PRESENT:**              **Zangara, Rosenthal, Ryan, Staudenmayer, Martin, Gibeaut**

**OTHERS PRESENT  
(via videoconference):**      **Greg Aiken, Jerusha Hall**

**PUBLIC COMMENT**  
There was no public comment.

**CONSENT CALENDAR**  
**Director Moll moved to approve the following consent calendar items:**

- a. November 16, 2022 Regular Meeting Minutes
- b. Budget Adjustment 23.11
- c. Approval of Claims and Demands – Paid and Unpaid

**Director Ives seconded; roll call was taken. Yes: Directors Brown, Ives, Moll, and Witherspoon. Noes: None. Absent: Forni.**

### RECURRING BUSINESS

#### NORTHSTAR PROPERTY OWNERS ASSOCIATION (NPOA) UPDATE

Greg Aiken provided the following update for NPOA:

- Holiday hours will be limited from 8-4 on Christmas Eve and 8-6 on New Year's Eve
- Closed on Christmas day and New Year's Day
- Wrapping up capital improvement projects

#### NORTHSTAR CALIFORNIA/VAIL UPDATE

Jerusha Hall provided the following update for Northstar California/Vail:

- The Comstock Lift opened
- Staffing numbers are close to 100%
- Housing was secured at the hostel in downtown Truckee
- Noel Nights on Friday nights in the Village

Director Ives inquired about the buses and the schedule change for return buses to 6:00 P.M. at night. Jerusha Hall stated that Northstar California/Vail is responsible for the buses. Currently there are transportation department staffing issues that do not allow the buses to run as late as in previous years. Ms. Hall stated that she will look into the issue and provide the Board with better detail after the meeting.

## NEW BUSINESS

### BOARD OF DIRECTORS OATH OF OFFICE

As newly elected members of the Northstar Community Services District Board of Directors, Nancy Ives and Michael Moll took the Oath of Office.

### BOARD OF DIRECTORS APPOINTMENT OF OFFICERS 2023

Director Ives stated the Board should consider a motion to nominate President Brown for an additional year beyond the three-year term limit outlined in the Board of Director handbook. A brief discussion ensued about potential vacancies. The Board was agreeable to an extension.

**Director Ives moved to extend the term of Board President for one year beyond the term limit for 2023. Director Witherspoon seconded, roll call was taken, Yes: Directors Brown, Ives, Moll and Witherspoon. Noes: None. Abstain. None. Absent: Forni. The motion carried.**

**Director Ives moved to nominate Warren Brown as the 2023 Northstar Community Services District Board President. Director Witherspoon seconded, roll call was taken, Yes: Directors Brown, Ives, Moll and Witherspoon. Noes: None. Abstain. None. Absent: Forni. The motion carried.**

**Director Ives moved to nominate Michael Moll as the 2023 Northstar Community Services District Board Vice President. Director Witherspoon seconded, roll call was taken, Yes: Directors Brown, Ives, Moll and Witherspoon. Noes: None. Abstain. None. Absent: Forni. The motion carried.**

**President Brown moved to nominate Nancy Ives as the 2023 Northstar Community Services District Board Financial Representative. Director Moll seconded, roll call was taken, Yes: Directors Brown, Ives, Moll and Witherspoon. Noes: None. Abstain. None. Absent: Forni. The motion carried.**

### MICROSOFT OFFICE 365 SOFTWARE LICENSES RENEWAL

Director of Public Works (DPW) Eric Martin stated the service agreements for Office 365, the suite of programs used District wide including Outlook, Word and Excel, are before the Board for approval. In order to streamline the administrative process, GIS/IT Coordinator Steve Goates requested the package for all District users be consolidated into a single, annual agreement.

**Director Moll moved approve the Microsoft Office 365 Software Licenses Renewal in an amount not to exceed \$11,392.31. Director Ives seconded; roll call was taken. Yes: Directors Brown, Ives, Moll, and Witherspoon. Noes: None. Absent: Forni. The motion carried.**

### SCHAFFER'S MILL PUMP STATION RETROFIT PROJECT – MATERIALS PURCHASE

DPW Martin stated the Schaffer's Mill Pump station delivers water to the Olana Drive portion of Martis Camp and current pumps are undersized to meet summer demand. District staff will be responsible for the installation of the new pumps with the exception of the electrical services. The material purchase has three components including: G3 Engineering's pump quotation totaling \$44,800, Western Nevada Supply's plumbing materials quotation for \$7,240, and Codale's soft starter and breakers quotation for approximately \$11,500.00. Electrical services will be considered under a separate agenda item.

**Director Witherspoon moved to approve the Schaffer's Mill Pump Station Retrofit Project – Materials Purchase. Director Moll seconded; roll call was taken. Yes: Directors Brown, Ives, Moll, and Witherspoon. Noes: None. Absent: Forni. The motion carried.**



### **SCHAFFER'S MILL PUMP STATION RETROFIT PROJECT – ELECTRICAL SERVICES**

DPW Martin stated District staff sought a quotation from San Joaquin Electric to install the District supplied pump motor starters and circuit breakers for the Schaffer's Mill Pump Station Retrofit Project. Staff is seeking approval for \$18,558. The expense has been budgeted for and will be funded with Martis Valley Water System Capital Reserves.

**Director Moll moved to approve Schaffer's Mill Pump Station Retrofit Project – Electrical Services. Director Ives seconded; roll call was taken. Yes: Directors Brown, Ives, Moll, and Witherspoon. Noes: None. Absent: Forni. The motion carried.**

### **WHITE FIR SEWER FLOW METER REPLACEMENT**

DPW Martin stated the sewer meter installed in 2016 by SFE Global would no longer be compatible with the Verizon Network in 2023 and must be upgraded to the new LTE 5G technology.

**Director Witherspoon moved to approve White Fir Sewer Flow Meter Replacement. Director Moll seconded; roll call was taken. Yes: Directors Brown, Ives, Moll, and Witherspoon. Noes: None. Absent: Forni. The motion carried.**

### **APPROVAL OF PROPOSAL FOR OPEB ACTUARIAL SERVICES**

Director of Finance and Administration (DFA) Greg Rosenthal stated the actuarial services in the proposed contract will be used to satisfy the District's responsibility to report Other Post-Employment Benefits (OPEB) as a financial statement liability. This requirement came about in 2015 through Government Accounting Standards Board (GASB) Statement 75. The proposed fees are \$5,875 for Fiscal Year Ending (FYE) 2023 and \$2,100 for FYE 2024.

**Director Moll moved to approve the Proposal for OPEB Actuarial Services. Director Ives seconded; roll call was taken. Yes: Directors Brown, Ives, Moll, and Witherspoon. Noes: None. Absent: Forni. The motion carried.**

### **DIRECTOR REPORTS**

There was no update for this agenda item.

### **GENERAL MANAGER'S REPORT – STAUDENMAYER**

GM Staudenmayer provided the following report:

- Held several calls and meetings regarding fire insurance with industry experts, property owners, condo association board members, real estate, and insurance industry professionals.
- The District was successful in the award of a \$2MM Cal Fire Grant for the Biomass project.
- Working on contract templates for energy sales

### **FIRE DEPARTMENT – GIBEAUT**

Chief Gibeaut provided the following report:

- Working on a strategic plan for the Fire Department
- Met with staff to provide an opportunity for them to share their thoughts on the strengths and weaknesses of the Fire Department to help develop the strategic plan.

### **PUBLIC WORKS REPORT – MARTIN/RYAN**

DPW Martin and Utilities Operations Manager (UOM) Matt Ryan provided the following report:

- DPW Martin stated Biomass design and permitting should be completed by the end of February or March.
- District recommended to be awarded \$2MM in TOT derived grant funding for the Martis Valley Trail from the Placer County CAP Committee
- Lahontan Wells Generator Design: Additional testing was performed to make sure the generator needed replacing. It was determined the generator is functioning adequately, and the pump motors are drawing higher amperage than specified. Pump motor starter set points are being adjusted in an attempt

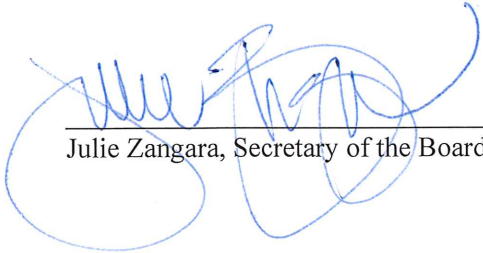
to remedy the amperage problems. This will result in a savings for the District's Martis Valley Water system.

- UOM Ryan shared that between storms, maintenance on snow removal equipment is the priority

**ADJOURNMENT:**

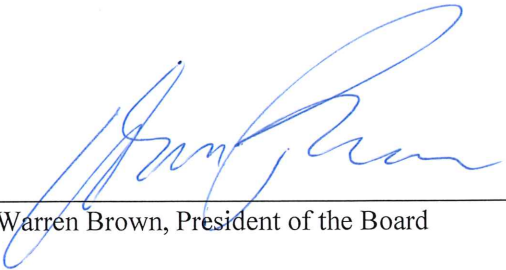
**The meeting adjourned at 9:52 A.M.**

Respectfully submitted,



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Julie Zangara, Secretary of the Board



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Warren Brown, President of the Board