



**MINUTES OF THE REGULAR MEETING OF THE
DISTRICT BOARD OF THE RODEO SANITARY
DISTRICT HELD ON MARCH 12, 2019**

The Board of Directors of the Rodeo Sanitary District met in regular session at John Swett Unified School District Board Room, 400 Parker Avenue, Rodeo, California.

President Batchelder called the meeting to order at 6:00 P.M.

- 1) **ROLL CALL** President Batchelder took the roll, and the following members were present:

DIRECTORS PRESENT Connie Batchelder, President
Janet Callaghan, Vice President
Angela Noble, Director
Richard Frakes, Director
Maureen Brennan, Director

ABSENT None

STAFF PRESENT Steven Beall, District Manager
Nancy Lefebvre, District Administrator
Carl Nelson District Legal Counsel

OTHERS PRESENT Janna Coverston, Republic Services

- a) **PLEDGE OF ALLEGIANCE TO THE FLAG**

President Batchelder led the Pledge of Allegiance.

- 2) **PUBLIC COMMENTS-Communication from the public on subjects not on the agenda.**

Member Callaghan informed everyone that Rodeo had an informational Town Hall meeting regarding Phillips 66. Approximately 150 people attended. A video of the meeting can be found at Stand.earth.org.

- 3) **CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER**

Item 9 was taken out of order at this time in the meeting.

9) **PUBLIC HEARING**

Public Hearing to consider adoption of Resolution 2019-01 directing staff to place delinquent Solid Waste Charges on the Contra Costa County Property Tax Roll, Record Certificates of Unpaid charges to establish liens on property.

President Batchelder opened the Public Hearing at 6:06 P.M. Janna Coverston from Republic Services provided an updated Preliminary Lien list. There being no members from the public present there was a motion to close the hearing at 6:07 P.M.

MOTION: By Noble, seconded by Frakes to adopt Resolution 2019-01 approving and directing collection of delinquent solid waste charges on the Contra Costa County Tax Roll, and a lien recorded against the properties, as set forth in the packet with updated list.

VOTE: AYES: Frakes, Noble, Brennan, Batchelder, Callaghan
 NOES: None
 ABSTAIN: None
 ABSENT: None

4) **REPORTS**

a) District Manager:

Compliance Evaluation Inspection: The District was the lucky recipient of a surprise scheduled Compliance Evaluation Inspection. The Regional Water Quality Control Board performs these inspections about every other year, unless the agency is having compliance issues, then more frequently. The Rodeo Sanitary District has been performing flawlessly for many years. Our last inspection was in May 2017. Regional Board and EPA staff came in on January 30, 2019 to perform the Compliance Evaluation Inspection. I said is a surprise scheduled inspection because they give you about a weeks' notice since they understand that everybody has very busy schedules.

"Typical" Compliance Evaluation Inspection elements consists of:

- Monthly operations binder review
- Laboratory inspection and records review
- Discussion of any recent compliance issues
- Detailed facility inspection

In a month or two, the District will receive the Compliance Evaluation Inspection report with all minor and major finding. The District was not made aware of any major findings upon the conclusion of the inspection.

District Personnel: District staff attended several seminars and workshops in February. These included:

- Fiscal year end planning - CSDA (Nancy)
- California Water Environment Asso. P3S Conference (Andrew)
- How to manage conflict and confrontation, Fred Pryor Seminars (Jim)

The District supplied Dennis Lambert to act as an awards evaluator for the California Water Environment Association annual awards in Sewer Collection Systems

Collection System Operation and Maintenance: The District received two sewer service calls for the month of February 2019. Both were at the same address different dates. Determined issue was an air relief valve on the Pinole/Hercules force main stuck open allowing post-treatment effluent to be sent to a storm drain and ultimately to Rodeo Creek (work continued into the weekend with Pinole treatment plant staff and affected residents)

Primary Clarifier and Hydraulic Evaluation: This section will stay in the Managers Report until we have resolved the observed flow anomaly with the Headworks and Primary Clarifier. No update.

b) Counsel for the District: Counsel Carl Nelson announced areas within the Delta Cultural Heritage that are historical are eligible for grants. Rodeo is included in the boundary map.

c) Secretary of the District: None

d) Board Members:

Administrative Committee-None

Budget and Finance Committee

March 11, 2019-C. Batchelder (stipend), R. Frakes (stipend)

5) **CONSENT CALENDAR-**

Staff Recommendation (Motion required): Adopt the consent calendar as recommended.

1. Expenditures for February 2019 were reviewed by the Budget Committee
2. February 2019 Financial Statements reviewed by the Budget Committee.

MOTION: By Frakes, seconded by Noble to approve the Consent Calendar. Motion passed by the following vote of the Board:

VOTE: AYES: Callaghan, Noble, Brennan, Frakes, Batchelder
NOES: None
ABSTAIN: None
ABSENT: None

6) **EMERGENCY SITUATIONS REQUIRING BOARD ACTION**-None

7) **OLD BUSINESS:** None

8) **NEW BUSINESS:**

A) **REVIEW OF 50 PERCENT DESIGN SUBMITTAL FOR BAR SCREEN PROJECT (DISCUSSION AND ACTION)**

The District received the 50% design submittal for the Bar Screen Project on February 15, 2019. The District has reviewed the design submittal and submitted comments to Carollo Engineers. The District Manager discussed the following:

- Headworks Structure Proposed Modifications
- Bar Screen Project Costs
- Headworks Structure Costs
- Project Schedule
- 50% Design Submittal Comments

B) **APPROVE MINUTES FOR SPECIAL BOARD MEETING JANUARY 22, 2019 (DISCUSSION AND ACTION)**

MOTION: By Noble, seconded by Frakes to approve the January 22, 2019 Special Board Meeting Minutes. Unanimous vote

VOTE: AYES: 5
NOES: 0

C) **APPROVE MINUTES FOR REGULAR BOARD MEETING FEBRUARY 12, 2019 (DISCUSSION AND ACTION)**

MOTION: By Noble, seconded by Frakes to approve the February 12, 2019 Regular Board Meeting Minutes.

VOTE: AYES: Brennan, Batchelder, Noble, Frakes
NOES: Callaghan

9) **PUBLIC HEARING-**

Item 9 was taken out of order earlier in the meeting (see above)

10) COMMUNICATION

Relevant Communications to and from the District are included in the Board Packet.

11) CLOSED SESSION- CONFERENCE WITH LEGAL COUNSEL-- ANTICIPATED LITIGATION - (pursuant to Govt. Code §54956.9 (d) (2) because of significant exposure to litigation): (1 case)

The Board entered into the closed session at 7:23 p.m. and returned to open session at 7:44 p.m.

12) REPORT OUT OF CLOSED SESSION-Nothing to report.

13) SUGGESTIONS FOR FUTURE AGENDA ITEMS

None

14) ADJOURNMENT

Meeting adjourned at 7:45 P.M. The next meeting of the Rodeo Sanitary Board of Directors will be held on Tuesday March 26, 2019 at 6:00 P.M. John Swett Unified School District, 400 Parker Avenue, Rodeo, California.

Connie Batchelder, President
Rodeo Sanitary District

Countersigned:

Nancy Lefebvre, District Administrator
Rodeo Sanitary District