



**MINUTES OF THE SPECIAL MEETING OF THE
DISTRICT BOARD OF THE RODEO SANITARY
DISTRICT HELD ON MAY14, 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 6:03 P.M.

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

DIRECTORS PRESENT Connie Batchelder, President
Richard Frakes, Director
Maureen Brennan, Director

ABSENT Janet Callaghan, Vice President
Angela Noble, Director

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

OTHERS PRESENT None

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.**

None

- 3) **CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER-None**

4) **REPORTS**

a) District Manager:

Plant Operations: The District received the second-place award for CWEA'S Small Plant of the Year for 2018 competition

Employee Tim Gregor devised an anchor-looking "rag-catcher" which hangs at the grit chamber inlet. Its vertical arms catch rags that would otherwise end up inside the grit pump or pass down waste stream processes. Rags caught by the device are removed twice a day. It will help until we get our bar screen installed

Thirteen hours were spent pulling 97 gallons of rags from the headworks and grit pump for the month of April.

Collection System Operation and Maintenance: The District received two sewer service calls for the month of April 2019. Both were non-RSD issues. One resident had problems with home's shared Private lateral/Sewer pump system, matter was referred to CCC Environmental Health for enforcement action. The other incident was likely related to natural underground water sources or neighbor's overuse of landscape irrigation water.

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 for April 2019.

Collection System Construction: The District completed the repairs on Hawthorne Drive (final paving). After the repairs, the line was CCTV'd and a new NASSCO PACP rating assigned. The repairs removed all of the significant defects and left nothing then a 2. Prior to the spot repairs, the line was under consideration to be replaced. This would have entailed about 700 feet of line at an approximate cost of \$280,000. The three spot repairs were completed for about \$45,000, representing a savings of approximately \$235,000.

b) Counsel for the District: None

c) Secretary of the District: None

d) Board Members:

Administrative Committee-None

Budget and Finance Committee

May 13, 2019-C. Batchelder (Stipend), R. Frakes (Stipend)

Solid Waste Committee- None

5) **CONSENT CALENDAR-**

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

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

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

VOTE: AYES: Batchedler, Frakes, Brennan
NOES: None
ABSENT: Callaghan, Noble

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

7) **OLD BUSINESS:**

A) **BAR SCREEN PROJECT UPDATE (DISCUSSION AND ACTION)**

The District received the 50% design submittal for the Bar Screen Project in February 2019. The District has reviewed the design submittal and submitted comments to Carollo Engineers. The comments are being addressed or discussed. The District is in the process of developing the front-end specifications for the project. The District received an internal QA/AC review set of the 90% design submittal for the Bar Screen Project on April 26, 2019. This submittal was only an internal review set for the Carollo AQ/AC team. The District Manager reviewed the design submittal and submitted minor comments to Carollo Engineers. The quick turnaround and informal review is intended to allow Carollo to develop the 100% for submittal to the District in the middle of May 2019. The District is hoping for advertisement of the project at the end of May 2019 for a bid opening date towards the end of June 2019. This will accommodate a start to construction towards the end of summer.

B) **CONOCO PHILLIPS REFINERY PROJECT (DISCUSSION AND ACTION)**

At the request of the Board of Directors, a continuing discussion item will remain in the Board Packet until further notice. The discussion will revolve around the Conoco Phillips Refinery Project and risk to the District. No new information to be discussed

8) **NEW BUSINESS:** None

9) **PUBLIC HEARING-**None

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)-**NONE**

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

13) **SUGGESTIONS FOR FUTURE AGENDA ITEMS**

None

14) **ADJOURNMENT**

Meeting adjourned at 6:35 P.M. The next meeting of the Rodeo Sanitary Board of Directors will be held on Tuesday June 11, 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