



MINUTES OF THE SPECIAL MEETING OF THE DISTRICT BOARD OF THE RODEO SANITARY DISTRICT HELD ON AUGUST 13, 2019

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

President Batchelder called the meeting to order at 6:02 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
Maureen Brennan, Director
Richard Frakes, Director

ABSENT 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: District staff spent 2.2 hours pulling 35 gallons of rags from the headworks and grit pump.

The demo unit of a polymer mixer to the centrifuge manufactured by Velodyne produced some promising results. This demo mixer which utilizes wet polymer was on a loan basis from the manufacturer. Towards the end of the demonstration cycle, 19% of solids content out of the

Centrifuge, processing an average of 3,000 gallons of digester sludge per gallon of the new polymer.

Power Loss and Generator Failure: All equipment has been repaired or replaced and all systems are running normally. The District submitted a claim for \$28,567.50 to the Districts insurance company. The loss is subject to a \$5,000 deductible. The insurance company has approved the claim less \$74 for engine oil on the Collicut Invoice (the oil was not a loss from the power failure). The District will be reimbursed \$23,493.50 for the repairs.

Collection System Operation and Maintenance: The District received no sewer service calls for the month of July 2019.

- b) Counsel for the District: None
- c) Secretary of the District: None
- d) Board Members:

Administrative Committee-

August 8, 2019-J. Callaghan (stipend), A. Noble (stipend)

Budget and Finance Committee

August 12, 2019-C. Batchelder (Absent), R. Frakes (Stipend)

Solid Waste Committee- None

5) CONSENT CALENDAR-

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

1. Expenditures for July 2019 were reviewed by the Budget Committee
2. July 2019 Financial Statements reviewed by the Budget Committee.
3. Adopt Minutes of May 14, 2019 Regular Board Meeting Minutes. Reviewed by Administrative Committee.
4. Adopt Minutes of June 11, 2019 Regular Board Meeting Minutes. Reviewed by Administrative Committee.
5. Adopt Minutes of July 2, 2019 Special Board Meeting. Reviewed by Administrative Committee.
6. Adopt Minutes of July 23, 2019 Special Board Meeting. Reviewed by Administrative Committee.

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

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

- 6) **EMERGENCY SITUATIONS REQUIRING BOARD ACTION**-None
- 7) **OLD BUSINESS:**

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

The District issued Notice of Award on July 30, 2019. The District is coordinating with Pacific Infrastructure for the Notice to Proceed (which initiates construction contract clock). Award of contracts for assistance with the Engineering Services During Construction is up for discussion under agenda item 8-A.

- 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:**

- A) **AWARD OF THE ENGINEERING SERVICES DURING CONSTRUCTION CONTRACTS FOR THE BAR SCREEN PROJECT (DISCUSSION AND ACTION)**

District Manager requested a Board decision to award contracts to two consultants for two construction assistance services to be performed as part of the construction management activities for the Bar Screen Project. These contracts are utilized only as needed during construction. The goal of the District Manager is for the District to utilize its resources to significantly reduce the cost to complete the Bar Screen construction project. The District Manager will act as Project Manager and Resident Engineer.

Motion by Frakes, seconded by Brennan to authorize District Manager to contract with L.R. Paulsell Consulting for Engineering Services During Construction during the Bar Screen Project in the amount of \$150,000 and Carollo Engineers in the amount of \$78,500, for a total cost of \$228,500.

VOTE: AYES: 4 NOES: 0 ABSENT: 1 ABSTAIN: 0

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 7:04 P.M. The next meeting of the Rodeo Sanitary Board of Directors will be held on Thursday September 12, 2019 at 2:00 P.M. Rodeo Sanitary District 800 San Pablo Avenue, Rodeo, California.

Connie Batchelder, President
Rodeo Sanitary District

Countersigned:

Nancy Lefebvre, District Administrator
Rodeo Sanitary District