



**RODEO SANITARY DISTRICT
MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS
DISTRICT OFFICE, 800 SAN PABLO AVE, RODEO, CA**

A Regular Meeting of the Governing Board was held at 1:00 p.m. on the 13th day of April 2021. In accordance with the Governor's Executive Order N-29-20, which suspended certain requirements of the Brown Act due to the ongoing COVID-19 pandemic, Board Members and some staff participated in this meeting via video conference. Members of the public were provided options to participate in the meeting as provided on the agenda.

1) ROLL CALL

President Batchelder called the meeting to order at 1:06 P.M.

The following members were present by video-conference:

Directors Secretary Richard Frakes, Maureen Brennan, Angela Noble, Vice President Janet Callaghan, & Staff-District Legal Counsel Carl Nelson and Morgan Biggerstaff

Directors and Staff Present (in person):

President Connie Batchelder. Staff- District Manager Steve Beall, District Administrator Nancy Lefebvre,

Absent- None

Others Via Zoom-None

a) **PLEDGE OF ALLEGIANCE TO THE FLAG-**District Manager Steve Beall led the pledge of allegiance.

2) PUBLIC COMMENTS-Communication from the public on subjects not on the agenda- No comments.

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

4) REPORTS

District Manager: The District Manager has been working closely with Engie to develop the Energy Conservation Measures. The potential Energy Conservation Measures were provided to the Board via a Google Earth view of the Districts Wastewater Treatment Plant. The following elements of this project will develop during April 2021:

- District Manager and Counsel review of the Energy Services Contract.
- Exploration of a significantly larger solar array on the East Bay Parks District land adjacent to the Districts Wastewater Treatment Plant.

- Discussion of Financial aspects of funding these projects heavily focusing on grants.
- Development of newsletter articles for community information.

The District Manager will keep this item in the Managers Report in the short term. The Engie team may begin informational presentations to the Board of Directors as early as the May 2021 board meeting.

Qualitative Report of Plant Operations

The flow to the plant was paused for five hours to perform scheduled maintenance to our contact basin. The basin wasn't completely dewatered because the Wacker pump kept clogging up due to debris and the sewage back-up in the collection system was close to its maximum capacity.

Bay Alarm activated video surveillance and motion sensors around the plant. A pre-recorded message is trumpeted on the public address speakers to warn intruders.

Collection System Operation and Maintenance: The District had no sewer calls for the month of March.

- a. Counsel for the District: Counsel Carl Nelson informed the Board and staff that Contra Costa County will be receiving \$330 million from the American Rescue Plan for shovel ready infrastructure. CCCERA's April 22, 2021 Case Management Conference may be rescheduled to May 28, 2021.
- b) Secretary of the District: None
- c) Board Members:

Budget and Finance Committee

April 12, 2021- C. Batchelder (stipend), M. Brennan (absent)

Administrative Committee-

April 5, 2021-C. Callaghan (stipend), A. Noble (stipend)

5) CONSENT CALENDAR-

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

1. Expenditures March 2021 were reviewed by the Budget Committee.
2. March 2021 Financial Statements reviewed by the Budget Committee.
3. Adopt Minutes of March 9, 2021 Regular Board Meeting. Reviewed by the Administrative Committee.

MOTION: By Frakes, seconded by Noble to approve the Consent Calendar.

Motion passed by unanimous vote of the Board:

VOTE: AYE: 5 NOES: 0 ABSENT: 0 ABSTAIN: 0

6) **EMERGENCY SITUATIONS REQUIRING BOARD ACTION:**

Resolution 2020-03 requires Board action to continue the emergency provisions contained in the resolution.

In light of the continuing existence of the COVID-19 pandemic, and Executive Order N-33-20 and the Contra Costa Health Officer Orders, and the need for the District Manager to remain authorized to take all actions necessary for the District to continuously provide essential services to the Rodeo community, and to take all reasonable steps to recover such costs from any and all available sources, and to make determinations, in response to Executive Order N-33-20 and the Contra Costa Health Officer Orders, regarding which District facilities comprise Essential Infrastructure, which District services are Essential Governmental Functions, which District employees and contractors comprise the Essential Workforce and are needed to continue providing Essential Governmental Functions, and to confirm:

- That the District wastewater treatment facility (“WWTP”) located at 800 San Pablo Avenue, Rodeo, and its other facilities used to provide continuous and uninterrupted collection, conveyance, and treatment of wastewater, are crucial infrastructure within the meaning of the Executive Order and Essential Infrastructure under the Health Officer Orders;
- That the continuous and uninterrupted collection, conveyance, and treatment of wastewater by the District is an Essential Governmental Function;
- That specified District employees and contractors comprise the Essential Workforce and are needed to continue providing Essential Governmental Functions,

MOTION: By Noble, seconded by Frakes, that Resolution 2020-03 Declaring Emergency and Delegating Authority in Response To COVID-19 pandemic remain in place. Motion passed by unanimous vote of the Board:

VOTE: AYES:5 NOES: 0 ABSENT: 0 ABSTAIN: 0

7) **OLD BUSINESS:**

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

The District continues to receive submittals for the Bar Screen Project. The District Manager is distributing the submittals to the appropriate parties (Carollo Engineers, McMillan Jacobs Associates, District Staff).

During this period, the Contractor installed HVAC unit and plenums for the MCC Room in the Digester Control Building. This will provide cooling for the new MCC Room. Dis-

trict staff worked closely with the systems integrator to allow for remote programming. The District is also working with the integrator to complete the remaining items to finish the project (HMI interface, SCADA interface). The District is also working with the paving contractor for the paving elements of the project which should be completed before the end of April.

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.

Director Brennan informed the Board and Staff that she visited a rendering plant in Fresno and the stench was horrible! She expressed that the county needs to enforce odor controls.

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-

1. CONFERENCE WITH LABOR NEGOTIATORS

Agency designated representatives: (Steve Beall)
Employee organization: (Stationary Engineers Local 39)
Other attendees: (District Counsel Carl P. A. Nelson & Morgan Biggerstaff)

2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Title: District Manager

The Board entered into the closed session at 1:53 p.m. and returned to open session at 2:15 p.m.

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

13) SUGGESTIONS FOR FUTURE AGENDA ITEMS-

None

14) **ADJOURNMENT**

Meeting adjourned at 2:15 p.m. The next meeting of the Rodeo Sanitary Board of Directors will be held on Tuesday May 11, 2021 at 1:00 P.M. at Rodeo Sanitary District.

Connie Batchelder, President
Rodeo Sanitary District

Countersigned:

Nancy Lefebvre, District Administrator
Rodeo Sanitary District