



**MINUTES OF THE REGULAR MEETING OF THE BOARD OF
DIRECTORS OF THE RODEO SANITARY DISTRICT
LOCATION: JOHN SWETT UNIFIED SCHOOL DISTRICT BOARD
ROOM, 400 PARKER AVE., RODEO, CA**

A Regular Meeting of the Governing Board was held at 1:00 p.m. on September 13, 2022. Pursuant to the authorizations provided by Government Code section 54953, this meeting was available telephonically, using the Zoom video conferencing system. 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 1:01 P.M.

Directors Present: Connie Batchelder, Richard Frakes , Janet Callaghan, Maureen Brennan, Angela Noble

Staff/Consultants Present: Steve Beall, District Manager, Carl Nelson, District Counsel, Martin de los Angeles, District Counsel

Absent: Nancy Lefebvre, District Administrator

Others Present- None

*via video-conference

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- None

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

4) REPORTS

a) District Manager:

Draft NPDES Operating Permit

The Board was provided the Draft NPDES Operating permit to review. The District is nearing the final stages of the permit implementation. The permit was reviewed by the District, Denise Conners, the District's contact lab, and BACWA. They all believe it is fair and reasonable. The critter Cerio Dapnia is being eliminated from the Chronic Test and Purple Urchin or Sand Dollar is being added. Overall, the permit is more stringent than the last continuing the historical trend. The chronic test is still evolving from a

regulatory aspect and RSD won't really understand its full context until several rounds of testing are completed.

District Personnel

The District has advertised for an Operator and Operator-in-Training. Several great candidates have applied for the OIT position but only one for the Operator. Staff is discussing whether to hire another OIT for the permanent Operations position.

The District has hired Jeff Greer as the Operations Manager. Jeff was with RSD as an OIT and Operator from 2012 to 2014. Jeff was formerly an electrician looking for a career change. Jeff was instrumental in the low-cost installation of the District's new blower system in 2013. Jeff comes to us from the Mt. View Sanitary District as he was their operations manager. Jeff joined MVSD after RSD and quickly and impressively rose to the CPO and LRO as their Operations Manager. The District is very excited for this new relationship and staffing configuration.

The District celebrated the retiring of James Petalio at a retirement luncheon on August 30. Most of the RSD staff and Board were in attendance. It was a teary eyed and enjoyable experience.

Birthdays for August-Nancy!

Anaerobic Digesters

In the last Manager's Report, there was a discussion on the state of the Digester A cover system. This section is being expanded to include both Digesters. As of the writing of this report, the Digester B cover seal repair has been completed. Due to extreme staffing complexities, RSD was unable to perform the work with District Staff as originally planned. Once the scaffold system was installed, the \$4,000 per month rental clock started ticking. As a result, the L.R. Paulsell crew assisted under the direction of the District Manager. District staff procured the materials to repair the system, contracted with the scaffolding company, and performed the confined space entry supervision. The repair project totals will be approximately \$60,000, a little more than half what the cost was 4 years ago (for both digesters) when we attempted to repair from the outside (which did not work very well).

Based on detailed inspection of the interior of Digester B, and a close examination of the photos for Digester A, as well as the previous inspection from below the cover of Digester A, it is recommended to wait a few years before embarking on the repair of Digester A's cover. During this time, District staff will research other agencies with similar findings, their response and what measure(s) would be useful in the repair. It is probable, the District will find that the concrete loss is essentially normal for the type of materials used and duration and there are "standard" repairs available. Waiting a similar amount of time since the last cleaning operation (4 years) will give the District sufficient time to investigate the solutions and to derive the funding source for the project.

Aeration Panels

The Aeration panels are at the end of their useful life. The system rehabilitation was to be a part of the Energy Project but due to timing and other matters, the District has chosen to implement a short-term solution to eliminate risk of total system failure. Total failure could lead to regulatory action. The District is working with the panel manufacturer for repair materials. The District will coordinate and implement panel repairs for short term alleviation of the current panel status.

Collection System Operation and Maintenance:

The District had one Sanitary Sewer Overflow in August. Root intrusion caused blockage in sewer main on California Street. The spill emanated from cleanout at 712. Spill entered private storm drain system then to legacy drain system behind two homes on 7th Street. District investigated and could not locate any sewage in storm drain swale behind homes on 7th Street. It was likely sewage exfiltrated and/or evaporated due to the small volume that spilled. Areas were cleaned and disinfected at residence of 712.

- a. Counsel for the District: Counsel Carl Nelson went over Best, Best and Krieger’s contract with the Board and Staff.
- b) Secretary of the District: No report
- c) Board Members:

Administrative Committee- None

Budget and Finance Committee

September 12, 2022-C. Batchelder (stipend), M. Brennan (stipend)

5) CONSENT CALENDAR-

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

- 1. Expenditures August 2022 were reviewed by the Budget Committee.
- 2. August 2022 Financial Statements reviewed by the Budget Committee.

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

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

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 the following vote of the Board:

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

7A) **OLD BUSINESS: DISTRICT GOALS AND FUTURE WORK DEVELOPMENT DISCUSSION)-**

8A) **APPROVE MINUTES FOR REGULAR BOARD MEETING JULY 12, 2022 (DISCUSSION AND ACTION)**

MOTION: By Frakes, seconded by Brennan, to approve Minutes for the Regular Board Meeting on July 12, 2022.

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

9) **PUBLIC HEARING- None**

10) **COMMUNICATION:**

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

- 11) **CLOSED SESSION-** None
- 12) **REPORT OUT OF CLOSED SESSION**
- 13) **SUGGESTIONS FOR FUTURE AGENDA ITEMS-** None
- 14) **ADJOURNMENT**

Meeting adjourned at 2:00 p.m. The next meeting of the Rodeo Sanitary Board of Directors will be held on Tuesday October 11, 2022 at 1:00 P.M.at John Swett Unified School District Board Room.

Connie Batchelder, President
Rodeo Sanitary District

Countersigned:

Nancy Lefebvre, District Administrator
Rodeo Sanitary District