



**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 November 08, 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 1:02 P.M.

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

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

**Absent:** None

**Others Present-** Jeffrey Greer, Operations Manager  
\*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:

**Energy Conservation Project**

The District Manager met with the Engie Program Manager, Kelly Ferguson on October 31. The meeting was to discuss a significantly reduced scope to the Energy Conservation Measures Project. The scope presented by Engie consisted of the PV System, the lighting project, and the aeration project. The discussion also centered around the Inflation Reduction Act components that significantly fund Energy Projects, like the proposed PV System. The District is in the process of developing its own Aeration Project and the District Manager believes it should be a stand-alone project for the District. Additionally, the District is in the process of procuring new outdoor pole

lights as only one of the 12 are still functional. This new reduced project, coupled with the likely grant funding from the Inflation Reduction Act (disadvantaged communities get more), presents a more stable borrowing situation for the District and still keeps funds available for other projects that the District may need, planned or emergency.

The District Manager is developing a strategy to present to the Budget Committee that will include these projects, current budget impacts from the significant increase of the costs of goods and services, employee retention, and the development of the 2023-2024 budget.

### **District Personnel**

Birthdays for October: Maureen Brennan and Jeff Greer!! Happy Birthday!!!

### **Operations Manager Report**

The operations department was unable to use Operational Technical Services (OTS) most of the month. This was due to temporary help being unavailable. RSD hopes to get some assistance from them in the month of November and had to resort to having District staff work some overtime so staff could gain ground on past due PM tasks.

Nasario Martinez III has begun work with the District as an Operator In Training (OIT). He has already passed his grade II state wastewater exam and is catching on quickly. RSD is excited to have him aboard.

The operations team's biggest task this month was taking down the A-side of the aeration basin to assess the damage causing the leaking air. During the inspection, staff found that the air panels were leaking when the hope was some fittings or hoses would be in need of replacement. Due to the findings, a much bigger project will need to occur to remedy the problems. While making plant adjustments for this shutdown some underground valves that are part of the Return Activated Sludge (RAS) system were also found to be broken and will need to be fixed. At the time of writing this report, RSD is set to start the first stage of this repair in a few days.

### **Collection System Operation and Maintenance:** .

Between October 4, 2022 – October 26, 2022, there was one (1) sanitary sewer overflow (SSO). Hawthorne Avenue- The District was notified of a backup in a home late at night and the on-call operator responded. Upon arrival, there was no obvious sign of a surcharge in the mainline. The homeowner said the spill inside his house was two gallons before performing the cleanup on their own. The mainline was cleaned and roots were found and extracted relieving the blockage. This allowed the residents lateral to drain. In the following days, the mainline was cleaned again pulling more roots out and restoring more flow. The District used their push camera to TV the line and flow is great.

Between October 4, 2022 – October 26, 2022, there was one (1) sanitary sewer call (SSC). Dennis court- False call out. The resident thought the neighbor was dumping raw sewage down the gutter. The District responded, and upon arrival found that the neighbor in question was watering their lawn.

- a. Counsel for the District: Counsel Martin de los Angeles gave an update on new legislation effective January 1, 2023. AB 2449 will give individual members of legislative bodies increased flexibility to participate in meetings via teleconference in the event of a personal emergency. AB

361 will end on February 28, 2023. Absent a change in the Governor's plans, at that point, COVID-19 will no longer be a valid basis to hold emergency teleconference meetings pursuant to AB 361.

- b) Secretary of the District: No report
- c) Board Members:

**Administrative Committee-** None

**Budget and Finance Committee**

November 7, 2022-C. Batchelder (stipend), M. Brennan (stipend)

**5) CONSENT CALENDAR-**

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

1. Expenditures October 2022 were reviewed by the Budget Committee.
2. October 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, Noble, Batchelder, Frakes
	NOES:	None
	ABSENT:	None
	ABSTAIN:	None

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

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

General Discussion on the created lists to determine if further agreement/refinement can be achieved. Discussion to be continued at a January 24, 2023 Special Meeting.

**8) NEW BUSINESS:**

**A) ADOPT RESOLUTION 2022-14 CONFLICT OF INTEREST CODE AMENDMENT (DISCUSSION AND ACTION)**

The Political Reform Act requires every public agency to review its conflict-of-interest code biennially and to notify the code reviewing body if their current code is accurate, or alternatively, that their code must be amended. RSDs code needs to be amended to include the new Operations Manager position.

MOTION: By Noble, seconded by Frakes to adopt Resolution 2022-14 amending the District's Conflict of Interest Code to include the Operations Manager position.

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

**B) APPROVE MINUTES FOR REGULAR BOARD MEETING AUGUST 9, 2022  
(DISCUSSION AND ACTION)**

MOTION: By Brennan, seconded by Frakes, to approve Minutes for the Regular Board Meeting on August 9, 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-**

CSDA Conference update.

Special Meeting in January to discuss District Goals and Future Work Development.

14) **ADJOURNMENT**

Meeting adjourned at 2:05 p.m. The next meeting of the Rodeo Sanitary Board of Directors will be held on Tuesday December 13, 2022 at 1:00 P.M. at John Swett Unified School District Board Room.

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Janet Callaghan, Vice President  
Rodeo Sanitary District

Countersigned:

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Nancy Lefebvre, District Administrator  
Rodeo Sanitary District