



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 January 10, 2023, 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: Richard Frakes, Janet Callaghan, Maureen Brennan, Connie Batchelder

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

Absent: Angela Noble, Director

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-** Director Callaghan announced a Rodeo Citizens meeting on January 19th at 6:30 p.m. via zoom. Information is on their website at Rodeocitizensassociation.org.

3) **CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER-**

Item 8A, 8B & 10 at various times during meeting.

4) **REPORTS**

a) District Manager:

Key Activities

The first big storm of the season was weathered with no incidents, just a little overtime. Rain totals were 2.8 inches over 12 hours following about 4 inches of rain in the previous week. No issues at RSD except a little overtime to monitor the collection system and Influent Pump Station during the very high flows. RSD peaked at 4.8 MGD which is 10 times the background of Dry Weather flow.

Aeration Basin Rehabilitation Project

The Aeration panels are at the end of their useful life as is many other components of this system. The system rehabilitation was to be a part of the Energy Conservation Project but due to timing and other matters, the District is choosing to implement the project on its own. After draining and inspecting the "A" side of the Aeration Basin, there was no short term fix available. Unfortunately, during the draining exercise, District Staff broke a RAS isolation valve requiring an immediate emergency repair. As of the writing of this report, the valves have been exposed and have been ordered. The District is developing the scope for the project and will likely include:

- New Aeration Diffusers
- New RAS System Isolation Valves
- New Flow Sensors for each Aeration Zone
- New Basin Drain Valves
- New RAS/WAS Local Control Panel and SCADA Interface
- Rehabilitated Gate Operator Mechanisms

District staff are working with Cunha Engineering to develop CADD files. The District Manager has given Cunha the base files to create the background of the aeration basin, sections, and details. It is anticipated the background files will be complete by the first week of January 2023. If all goes as planned, the design should be complete by mid to late February 2023 and sent for a QA Review with a process consultant with an advertisement planned for mid-March 2023. This will allow RSD to begin construction in early/mid-summer 2023. RSD will be doing most of the design and all of the construction management.

District Personnel

Birthdays for December- Tim Gregor and Angie Noble!

Operations Manager Report

The operations team focused on accomplishing more of the lingering work orders from November and the following projects:

- Rebuild the thickener polymer mixing system, which included replacement of some surrounding piping.
- Channel three sample feed pump suction pipe repair.
- Addition of a wye on the sludge discharge pipe at the Centrifuge. This will allow operators an access point to clean the sludge flow meter.
- Replaced the motor and rebuilt the pump for the secondary clarifier sludge pumping system.
- RSD operations team worked with Telstar on the annual calibration of instruments both at the plant and pump stations.

Collection System Operation and Maintenance: The District had no Sanitary Sewer Overflows for the month of December.

- a. Counsel for the District: Counsel is working with the District Manager on the purchasing policy.
- b) Secretary of the District: No report
- c) Board Members:

Administrative Committee- None

Budget and Finance Committee

January 9, 2023-C. Batchelder (stipend), M. Brennan (stipend)

5) CONSENT CALENDAR-

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

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

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

Motion passed by the following vote of the Board:

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

8A) BOARD MEMBER COMPENSATION ADJUSTMENT (DISCUSSION AND ACTION)

District Ordinance 2016-100 provides provisions to allow the District Board of Directors to implement a cost-of-living increase every January of the calendar year. The most recent index equates to a 6.4% change. The Ordinance states that the increase shall not exceed 5%.

MOTION: By Brennan, seconded by Frakes to adjust Board compensation with a 4% increase. Motion passed by the following vote of the Board:

VOTE: AYES: Brennan, Callaghan, Frakes, Batchelder
 NOES: 0
 ABSENT: Noble
 ABSTAIN: 0

8B) APPROVE MINUTES FOR REGULAR BOARD MEETING NOVEMBER 8, 2022 (DISCUSSION AND ACTION)

MOTION: By Callaghan, seconded by Brennan, to approve the November 8, 2022 Regular Board Meeting Minutes. Motion passed by the following vote of the Board:

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

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

8 **NEW BUSINESS:** Items 8A & 8B were taken out of order earlier in the meeting.

9) **PUBLIC HEARING-** None

10) **COMMUNICATION:**

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

11) **CLOSED SESSION-** None

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.

12) **REPORT OUT OF CLOSED SESSION**

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 February 14, 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