



**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 February 14, 2023. 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 1:05 P.M.

Directors Present: Connie Batchelder, Janet Callaghan, Richard Frakes, Angela Noble (arrived @ 1:22 p.m.), Maureen Brennan,

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

Absent: None

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:

Energy Conservation Project

Engie is proceeding with the photo voltaic and battery storage systems. The District should have the revised Energy Services Contract shortly to be sent to District Counsel for final review. Engie is also presenting the financial information regarding the project on February 27th to the Budget Committee. They are anticipating the March or April Board Meeting as the public hearing for the project acceptance.

District Personnel

Birthdays for January: Andrew Alva! Happy Birthday!!!

Operations Manager Report

The Operations department called Operational Technical Services (OTS) for additional help in January. A new OIT has been selected and has accepted an offer made by the District. He comes to RSD with over 600 of the state required 1860 on-the-job training hours and has passed his grade-one Wastewater exam. We are excited to have a steady member on the team!

Activity for the month of January:

- New Chemical Feed analyzer blocks with plugs and floats were installed.
- Storm preparation at the beginning of the month for the heavy rain days. Pumping down the pump station, checking equipment, clearing plant drains and installing straw wattles.
- EP4 seal water leak fix. This was found during storm preparation and was repaired immediately.
- After some of the big storms, big tree branches fell in the plant. The operations team performed the clearing to open the main road and prevent further destruction of the fence perimeter.
- Effluent flow transmitter replaced. Flow meter and old transmitter are obsolete items (installed in 2004). The transmitter installed is a refurbished unit. The old unit was removed and sent out to be refurbished so that it may be kept as a spare.
- Chem Feed pump hoses were replaced for the Sodium Hypochlorite pumps which resulted in a callout.
- A new recycle oil storage shed with secondary containment was erected and attached to the secured equipment storage conex.
- Dump truck shopping commenced on 1/31/2023. Dean Twigg accompanied Jeff Greer to a used seller's lot in Gilroy. The dump truck meets the District's needs. Staff are seeking authorization at the February 14, 2023 Board Meeting to purchase the vehicle. The base price is \$21,000 plus about \$2,500 in taxes and DMV fees. Upon arrival, we will have the bed coated and a tune-up performed to increase the service life of the vehicle.

Safety Meeting/Training-Du-All

The District's Worker's Compensation Experience Modification Rate has been adjusted to 80% for fiscal year 2023-24. This is a result of having no injuries on the job for three consecutive years. An average mod rate is 100%. Rodeo Sanitary is paying 20% less than the industry rate!

No Du-all-supported safety training was performed in January. Harassment training is scheduled for February 15, 2023 for all District employees.

Collection System Operation and Maintenance:

There were two sanitary sewer calls for the month of January, both were related to the properties private laterals.

- a. Counsel for the District: Counsel Martin de los Angeles and the District Manager are working on updated code provision for ADU's. AB473 took

effect January 1, 2023, recodifying and reorganizing the California Public Records Act.

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

Administrative Committee- None

Solid Waste Committee

February 7, 2023-C. Batchelder (stipend), J. Callaghan (stipend)

Budget and Finance Committee

February 13, 2023-C. Batchelder (stipend), M. Brennan (stipend)

5) CONSENT CALENDAR-

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

1. Expenditures January 2023 were reviewed by the Budget Committee.
2. January 2023 Financial Statements reviewed by the Budget Committee.

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

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

6) EMERGENCY SITUATIONS REQUIRING BOARD ACTION: D

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

General Discussion on the new priority list.

8) NEW BUSINESS:

A) CAPITAL VEHICLE PURCHASE-DUMP TRUCK (DISCUSSION AND ACTION)

Authorization Is needed to purchase a used International Dump truck for a cost of \$21,000 plus taxes and DMV fees.

MOTION: By Noble, seconded by Callaghan, to authorize the purchase of a 2010 International dump truck, in the amount of \$21,000 plus taxes and DMV fees.

Motion passed by the following vote of the Board:

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

B) RESOLUTION 2023-01 THE RODEO SANITARY DISTRICT ELECTING TO BECOME SUBJECT TO THE UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT (PUBLIC CONTRACT CODE SECTION 22000 ET SEQ). (DISCUSSION AND ACTION)

BBK assisted the District in developing purchasing procedures consistent with the Public Contract Code and other applicable statutes. BBK also prepared Resolution 2023-01 and Ordinance 2023-300. The Public Contract Code authorized the District Board, by resolution, to elect to become subject to the Uniform Public Construction Cost Accounting Act (UPCCAA or ACT). The resolution is the first step in formalizing the District's practice and will allow the District to opt into the provisions set forth by the Act using the processes outlined in the Act. This is also an essential step in generating effective purchasing policy that will allow District Staff to respond to urgent matters requiring urgent construction activities, thereby reducing risks associated with the deficiencies that require the urgent construction activities. The second step in this process would be to enact an informal bidding ordinance to govern the selection of contractors to perform public projects. This ordinance is under Agenda Item 8C.

MOTION: By Noble, seconded by Callaghan, to adopt Resolution 2023-01, Resolution Of The Rodeo Sanitary District Electing To Become Subject To The Uniform Public Construction Cost Accounting Act (Public Contract Code Section 22000 ET SEQ).

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

C) REVIEW OF ORDINANCE 2023-300 (DISCUSSION AND ACTION).

Approval was requested to approve Ordinance 2023-300 establishing bidding procedures in accordance with the California Uniform Public Construction Cost Accounting Act, for adoption at the proposed March 14, 2023 Public Hearing.

MOTION: By Batchelder, seconded by Noble, to approve Ordinance 2023-300 and set Public Hearing for adoption at the March 14, 2023 Regular Board Meeting.

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

D) APPROVE MINUTES FOR REGULAR BOARD MEETING DECEMBER 13, 2022 (DISCUSSION AND ACTION).

MOTION: By Frakes, seconded by Brennan, to approve the December 13, 2022 Regular Board Meeting Minutes. Motion passed by the following vote of the Board:

VOTE: AYES: Callaghan, Batchelder, Frakes, Brennan , 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-**

1. Conference with labor negotiators pursuant to Government Code Section 54957.6:
District Negotiators: President Connie Batchelder; Vice President Janet Callaghan; District Manager Steven S. Beall
Employee Organization: Stationary Operating Engineers Local 39.

The Board entered the closed session at 2:29 p.m. and returned to open session at 3:11 p.m.

12) **REPORT OUT OF CLOSED SESSION-**

No action taken.

13) **SUGGESTIONS FOR FUTURE AGENDA ITEMS-**

None

14) **ADJOURNMENT**

Meeting adjourned at 2:05 p.m. The next meeting of the Rodeo Sanitary Board of Directors will be held on Tuesday March 14, 2023, 2023 at 3:12 P.M.at John Swett Unified School District Board Room.

Janet Callaghan
Rodeo Sanitary District

Countersigned:

Nancy Lefebvre, District Administrator
Rodeo Sanitary District