



**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 May 9, 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 1:04 P.M.

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

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

Absent: Angela Noble

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- No comments.

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

4) REPORTS

Manager Beall and Operations Manager Greer provided written reports, below is a summary of some of the highlights.

a) District Manager:

Plant Operational Issues

The District had two effluent limit excursions in March. Chlorine on March 28, and Enterococcus for March 2023. The treatment plant has been operating normally since

these events. The District was unable to determine a readily apparent cause for the Enterococcus issue. The District continues to monitor the six-week rolling geometric mean and as of the writing of this report, the District has not violated this parameter.

Near Term Capital Improvements

The District has completed the plans and specifications for the 4th and Harris Improvements. The Engineer's estimate is \$152,000. The Project is currently out for bid and will bid on May 30, 2023, at 1:00 pm. The Project will be brought to the RSD Board on June 13, 2023, for approval if no bid protests are received. This project was budgeted for the 2022-2023 fiscal year but won't be completed until the 2023-2024 fiscal year. RSD staff will perform the construction administration with support from Advanced Hydro Engineering.

Operations Manager Report

The operations department continues to maintain a full staff. Both OITs continue to learn and progress in plant operation techniques and procedures. OIT Martinez is nearing completion of his state-required 1800 hours. It is anticipated that his certification will arrive by next month making him an official Grade II Operator.

The District rented an 85-foot boom lift with a person basket through the government-discounted program saving the District almost \$800.00 versus renting the equipment through a regular commercial account. During the week-long rental, the lift was used for the following tasks, saving the District approximately \$14,993.

- Replaced overhead streetlight fixtures.
- Tree trimming.
- Gutters cleaned.
- Painted the Sodium Bisulfite tank.

Collection System Operation and Maintenance:

There was one sanitary sewer call for the month of April. Suisun Ave-false call out. This was a private lateral issue. The resident was advised to contact a plumber. The mainline was dye tested and cleaned.

- a. Counsel for the District: Counsel Martin de los Angeles informed the Board and staff that he will contact the county to determine when the District was officially formed. Records indicate that the District is over 100 years old!.
- b) Secretary of the District: No report
- c) Board Members:

Administrative Committee

April 19, 2023-J. Callaghan (stipend), A. Noble (stipend)

Budget and Finance Committee

May 8, 2023-C. Batchelder (stipend), M. Brennan (stipend)

Union Contract Negotiation Committee

April 25, 2023-C. Batchelder (stipend), J. Callaghan (stipend)

CCCSA Meeting/30th Anniversary Event

April 25, 2023-C. Batchelder (stipend), J. Callaghan (stipend), M. Brennan (stipend), R. Frakes (stipend)

5) CONSENT CALENDAR-

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

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

MOTION: By Brennan, 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:	Noble
	ABSTAIN:	None

6) EMERGENCY SITUATIONS REQUIRING BOARD ACTION:

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

General Discussion on the priority list.

8) NEW BUSINESS:

A) 2023 ELECTIONS FOR LAFCO SPECIAL DISTRICT SEAT (ALTERNATE) (DISCUSSION AND ACTION)

The Local Agency Formation Commission (LAFCO) requested the District assist in the election of the Special District (Alternate Member) vacancy on Contra Costa LAFCO.

By consensus, the Board agreed to support candidate Michelle Lee of San Ramon Valley Fire Protection District and directed the ballot to be completed, signed, and returned to LAFCO no later than May 19, 2023.

B) ORDINANCE No. 2023-500 AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE RODEO SANITARY DISTRICT ESTABLISHING REGULATIONS FOR ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS (DISCUSSION AND ACTION)

District staff prepared Ordinance 2023-500. The intent is to add this language to the District Code. Once the District embarks upon the major code revision, these elements will be grouped together for development/inclusion into the revised code. District Counsel and the Administrative Committee have reviewed Ordinance 2023-500 and recommend approval and set date for Public Hearing.

MOTION: By Callaghan, seconded by Frakes, to approve Ordinance 2023-500 an Ordinance establishing regulations for Accessory Dwelling Units and Junior Accessory Dwelling units and set a public hearing for June 13, 2023 at 6:00 p.m. to receive public comment on adopting Ordinance No. 2023-500 establishing regulations for accessory dwelling units and junior accessory dwelling units.

VOTE: AYES:	Callaghan, Batchelder, Brennan, Frakes
NOES:	None
ABSENT:	Noble
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 2:00 p.m. and returned to open session at 2:10 p.m.

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

MOTION: By Frakes, seconded by Brennan to accept Stationary Local 39 Labor Contract Agreement for the period of July 1, 2023-June 30, 2028.

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

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

Public Hearing June 13, 2023 at 6:00 p.m.

14) **ADJOURNMENT**

Meeting adjourned at 2:12p.m. The next meeting of the Rodeo Sanitary Board of Directors will be held on Tuesday June 13, 2023, at 6:00 P.M.at John Swett Unified School District Board Room.

Janet Callaghan, President
Rodeo Sanitary District

Countersigned:

Nancy Lefebvre, District Administrator
Rodeo Sanitary District