



**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 August 8, 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 Callaghan called the meeting to order at 1:03 P.M.

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

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

Absent: None

Others Present- Tara Shaia, Resident
*via video-conference

a) **PLEDGE OF ALLEGIANCE TO THE FLAG-** General 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-

Item 8A was taken out of order at this time in the meeting.

8A) INTERVIEW CANDIDATE FOR THE VACANT BOARD OF DIRECTORS POSITION (DISCUSSION AND ACTION)

Notice to the public of a Board of Directors vacancy was posted at the customary locations and on the District Website. The Administrative Committee interviewed the potential candidate at the July 25, 2023 Administrative Committee meeting. The appointed Director will serve for the remainder of the term in office, which will expire in December 2024, after the general election in November 2024.

MOTION: By Noble, seconded by Frakes to appoint Tara Shaia as the new Board Director for the Rodeo Sanitary District.
President Janet Callaghan administered the Oath of Office to new Board Member Tara Shaia. Motion passed by the following vote of the Board:

VOTE: AYES:4-Brennan, Noble, Frakes, Callaghan
NOES: None
ABSENT: None
ABSTAIN: None

4) **REPORTS**

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

a) Manager:

2024 Priority Improvements Project:

The current scope for the 2024 Water Pollution Control Plant (WPCP) Priority Improvements Project is as follows:

- New RAS/WAS Local Control Panel, SCADA Interface, and Pumping Improvements.
- Primary Clarifier Bridge Rehab.
- Secondary Clarifier Weirs, Scum Rings, and Sum Beaches.
- Operations Building Remodel.
- Class III System improvements, Aeration Basin Mixing and Recirculation Upgrade.
- Electrical System Analysis and Arc Flash Study.

Operations Manager Report

Date range July 1st, 2023, through July 31st, 2023

The operations department continues to maintain full staff, except for some vacations plus the holiday that put a big lull in the first week of the month. OIT Martinez is now Grade II Operator Martinez. Congratulations Nasario! OIT Martin is set to wrap up his state-required 1800 hours in August and will be applying for his Grade I since he has already passed his exam. We are currently looking into truck driving schools for both operators and Martinez has begun training to start in the on-call rotation soon.

The operations team has halted rebuilding air panels temporarily to perform maintenance and attend to other needed items throughout the plant. The plan is to proceed with panel rebuilding again in mid-August in preparation for the Aeration basin takedown towards the end of August to rebuild the B-side of the basin which is opposite the side where the other four panels were replaced. So far, we have had no other luck finding any more used panels but have not given up on our search.

The Operations team spent a lot of time in July working on the plant performing work orders, upkeep, or supporting contractors for maintenance. There has been an abundance of outside requests for information or help from residents and the few challenges in the plant we also faced this month.

Below is a snapshot of the maintenance and operations challenges the RSD team encountered this month.:

- The surplus of the old SRECO hydro cleaner is done. The old Dump truck was also sold to a local scrap yard. This leaves one old piece of equipment in major need of upgrade and/or repair and that is the tractor/ Front loader.
- The chemical analyzers continued to give us problems for weeks which led to increased chemical consumption. The culprit ended up being the supply pump which was starting to go bad. Once this was figured out, it was replaced with a like unit since the original style is obsolete. A permanent means of mounting is being situated now.
- The thickener stopped thickening and through lots of troubleshooting, it was determined that the polymer chemical used to help thicken was the culprit. After working with the vendor to expedite a new barrel and scavenging every ounce we could on-site, the thickener issue was resolved.
- Boiler major repairs have been approved and will be scheduled.
- Motor Control Center (MCC) and Vault maintenance was performed, and the report was just received. Once reviewed a repair list and project will be created.
- The doors have been ordered for replacement and materials for fabrication.

Collection System Operation and Maintenance: .

There were no sanitary sewer calls for the month of July.

4b)Counsel for the District: Counsel Martin de los Angeles stated he has been working with Steve and Jeff on the Caltrans project. An access agreement has been drafted and the District is awaiting a response from Caltrans.

4c)Secretary of the District: No report

4d) Board Members:

Administrative Committee

July 25, 2023-J. Callaghan (stipend), A. Noble (stipend)

Budget and Finance Committee

August 7, 2023-R. Frakes (stipend), M. Brennan (stipend)

5) CONSENT CALENDAR-

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

1. Expenditures July 2023 were reviewed by the Budget Committee.
2. July 2023 Financial Statements reviewed by the Budget Committee.
3. Adopt Minutes of April 11, 2024 Regular Meeting. Reviewed by Administrative Committee.
4. Adopt Minutes of May 9, 2023 Regular Board Meeting minutes, as corrected. Reviewed by Administrative Committee.

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

VOTE:	AYES:	5-Brennan, Callaghan, Noble, Frakes, Shaia
	NOES:	None
	ABSENT:	None
	ABSTAIN:	None

6) EMERGENCY SITUATIONS REQUIRING BOARD ACTION: None

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

None

8) NEW BUSINESS:

A)_Item 8A was taken out of order earlier in the meeting.

B) SELECTION OF INDUSTRIAL SEWER CONNECTION COMMITTEE. (DISCUSSION AND ACTION)

A new Ad Hoc Committee is needed for the discussion of connection criteria development for a possible new industrial sewer customer for the District. President Callaghan opened the floor for nominations for the Sewer Connection Committee.

MOTION: BY Noble, seconded by Frakes, to adopt a motion confirming the appointments of Vice President Maureen Brennan and Director Tara Shaia to the Sewer Connection Committee. Motion passed by the following vote:

VOTE: AYES: 5-Callaghan, Noble, Brennan, Frakes, Shaia
NOES: None
ABSENT: None
ABSTAIN: None

C) SODIUM BISULFITE STORAGE TANK-CAPITAL PURCHASE (DISCUSSION AND ACTION)

The single in-service Sodium Bisulfite Storage Tank heater system has failed and cannot be replaced. A Board decision was requested to authorize the General Manager to purchase a new Sodium Bisulfite Storage Tank for the Chemical Feed System at the Water Pollution Control Plant.

MOTION: By Callaghan, seconded by Brennan, to authorize the General Manager to purchase a new Sodium Bisulfite Storage Tank from Snyder Industries. The total cost of project does not exceed \$60,737.

VOTE: AYES: 5-Callaghan, Noble, Brennan, Frakes, Shaia
NOES: None
ABSENT: None
ABSTAIN: None

D) ESTABLISH RODEO SANITARY DISTRICT VOTING DELEGATE FOR CASA ELECTIONS (DISCUSSION AND

The California Association Sanitary Agencies has requested the Rodeo Sanitary District select a voting delegate and alternate for the upcoming CASA elections. The Board agreed that Secretary Richard Frakes will remain as the District's voting delegate and Director Angela Noble as the District's alternate. The Board directed Secretary Frakes to place an approval vote for the slate of Directors to the four available Board seats and approve the Dues Resolution.

9) **PUBLIC HEARING-** None

10) **COMMUNICATION:**

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

11) **CLOSED SESSION-** None

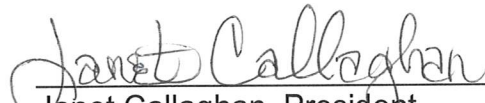
12) **REPORT OUT OF CLOSED SESSION-** None

13) **SUGGESTIONS FOR FUTURE AGENDA ITEMS-** None


Choose consultant for 2nd Clarifiers Project.

14) **ADJOURNMENT**

Meeting adjourned at 2:09 p.m. The next meeting of the Rodeo Sanitary Board of Directors will be held on Tuesday September 12, 2023, at 1:00 P.M. at John Swett Unified School District Board Room.


Janet Callaghan, President
Rodeo Sanitary District

Countersigned:


Nancy Lefebvre, District Administrator
Rodeo Sanitary District