



**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 1:30 p.m. on February 13, 2024. 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 1:34 P.M.

Directors Present: Maureen Brennan, Janet Callaghan, Tara Shaia

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

Absent: Director Angela Noble

Others Present- None

*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-

Director Callaghan announced that the Rodeo Hercules Fire Department was having a meeting today at 7:00 regarding Confire.

Director Brennan announced a Meet and Greet with Shanelle Scales-Preston at the Four Fools Winery on February 21, 2024 from 5 to 7 pm. Maureen will be playing the harp at this event.

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) **General Manager's Report:**

Near Term Capital Improvements:

Construction began the week of December 18, 2023. The construction was expected to be completed prior to Christmas but the rain and difficulty obtaining materials delayed construction. Construction was completed the week of February 5, 2024.

As part of the effort to establish safe operation of the Harris Street Force Main, between 2nd and 3rd Streets, the District has added a change order to the 2023 Priority Improvements Project to include repairing the manhole and valve complex at the downstream end of the Harris Street Force Main and to add isolation valves to the two pressure laterals at the excavation (\$26k). There are three additional laterals that will require the addition of isolation valves in the future.

RAS/WAS Pumping:

The District Manager has ordered one new Flygt dry pit submersible pump for installation as the new RAS Pump #9. This pump should arrive towards the end of March. Staff are mocking up a pattern to install the new anchor system and to pre-order the necessary piping to connect the new pump to the existing RAS piping. Upon successful installation and operation, the District Manager will order two additional pumps for RAS'/WAS Pump 8 and WAS Pump 7.

District Personnel

Birthdays for January: Andrew Alva January 4th. -Happy Birthday!

Anniversaries for January: Dean Twigg, 4 years!

Operations Manager Report

Date range January 1st, 2024, through January 31st, 2024

With the Sodium Bisulfite (SBS) tank project wrapped up, we have had a lingering issue with the tank's temp control board. A replacement was expedited to the District and installed. For a few weeks, the new board worked as it should. Near the end of the month, the new (second control board) control board started exhibiting the same issues as the one originally shipped with the tank. We have already reached out to the manufacturer but with year-end vacations will not be able to make much progress until the new year. For now, the operations team continues to operate the heating system in a bypass/manual mode using a procedure created in-house.

Update on rehabilitation efforts in the aeration basin. This month we spoke with the City of Lodi, and they estimate no spare air panels will be available for surplus until May 2024 and to check back with them then. A follow-up has been placed with the valve actuator vendor/Manufacturer G3 Engineering/ Fontaine. Instrumentation overhaul can be situated after the bulk of mechanical work is complete to keep debris and other construction damage from occurring to the delicate equipment.

Contra Costa County Health and Hazard Services came out and performed an inspection for all three sites (Main plant, Influent pump station, and Tormey pump station). No findings at either remote site and a few small items are to be addressed at the plant. Adding a phone number to some documents which is now complete and disposal of a few small items (< 10 gallons total of chemicals and a car battery, some tank labels) will be handled on the next hazardous disposal run.

Collection System Operation and Maintenance:

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

4b) Counsel for the District: Counsel Martin de los Angeles-

District Counsel Martin de los Angeles informed staff that his office sent a second set of updates on new laws for 2024

4c) Secretary of the District-No report.

4d) Board Members:

Budget and Finance Committee

February 12, 2024-T. Shaia (stipend), M. Brennan (stipend)

5) CONSENT CALENDAR-

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

1. Expenditures January 2024 were reviewed by the Budget Committee.
2. January 2023 Financial Statements reviewed by the Budget Committee.
- 3.

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

VOTE:	AYES:	3-Brennan, Callaghan, Shaia
	NOES:	None
	ABSENT:	1-Noble
	ABSTAIN:	None

6) EMERGENCY SITUATIONS REQUIRING BOARD ACTION: None

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

A Special Board Meeting is scheduled for February 27, 2024 to go over Rate Study and prioritizing goals.

8) **NEW BUSINESS:**

A) RESOLUTION 2024-03-DISTRICT PARTICIPATION IN THE LOCAL AGENCY INVESTMENT FUND (LAIF) (DISCUSSION AND ACTION)

Staff requested Board authorization to adopt Resolution 2024-03 authorizing the investment of monies in the Local Agency Investment Fund (LAIF) and approve the Delegation of Authority to participate in the LAIF program.

MOTION: By Shaia, seconded by Brennan to adopt Resolution 2024-03 a Resolution of the Board of Directors of the Rodeo Sanitary District Authorizing the Investment of Monies in the Local Agency Investment Fund. Motion passed by the following vote of the Board:

VOTE: AYES: 3-Brennan, Callaghan, Shaia
 NOES: None
 ABSENT: 1- Noble
 ABSTAIN: None

B) APPROVE MINUTES FOR REGULAR BOARD MEETING DECEMBER 12, 2023 (DISCUSSION AND ACTION)

MOTION: By Brennan, seconded by Shaia , to approve the December 12, 2023 Regular Board Meeting Minutes, as corrected. Motion passed by the following vote of the Board:

VOTE: AYES: 4-Brennan, Callaghan, Shaia
 NOES: None
 ABSENT: 1-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-** None

12) **REPORT OUT OF CLOSED SESSION-** Nothing to report.

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

14) **ADJOURNMENT**

Meeting adjourned at 3:03 p.m. The next meeting of the Rodeo Sanitary Board of Directors will be held on Tuesday March 12, 2024 at 1:30 P.M.at John Swett Unified School District Board Room.



Maureen Brennan, Vice President
Rodeo Sanitary District

Countersigned:



Nancy Lefebvre, District Administrator
Rodeo Sanitary District