



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE RODEO SANITARY DISTRICT

LOCATION: RODEO SANITARY DISTRICT OFFICE
800 SAN PABLO AVE., RODEO, CA

A Regular Meeting of the Governing Board was held at 1:30 p.m. on July 09, 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 (arrived @ 1:36 p.m.), Janet Callaghan, Tara Shaia, Robert Russey, Angela Noble (arrived @ 1:30 p.m.)

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

Absent: None

Others Present- None

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-

Resident Erin expressed concerns regarding the current state of the Pinole/Hercules pipeline, describing it as hideous and an eyesore that affects the quality of life for residents in that area.

Erin made two specific requests:

1. Beautification Efforts: Asked if any measures could be taken to improve the visual aspect of the pipeline.
2. Annual Review of Agreement: Suggested a yearly review of the agreement, including a potential stipend to cover the costs of painting.

District Manager Beall stated that the Joint Powers Authority (JPA) has discussed near-term topics that include reviewing the complex agreement. An email was sent to the City of Pinole with details. Manager Beall clarified that the District has no control over the pipeline and that there are no safety issues associated with it; the primary concern is its visual impact. Painting the pipeline over the creek is considered complex, he suggested

contacting the Contra Costa County (CCC) Code Enforcement or the Public Works Director of Pinole, for potential code enforcement regarding this issue.

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

4) **REPORTS**

a)General Manager's Report:

Near Term Capital Improvements

Aeration Basin Rehabilitation Project –

The Aeration panels are at the end of their useful life as are many other components of this system. The system rehabilitation was to be a part of the Energy Conservation Measures Project but due to timing and other matters, the District is choosing to implement the project on its own with District Staff and minor support from outside contractors.

The scope for the project includes:

- New Aeration Diffusers – **RSD staff to perform.** Basin B is complete.
- New RAS System Buried Isolation Valves – **Completed.**
- New Flow Sensors for each Aeration Zone – **RSD staff to perform.** Met with instrument supplier on Sept 6, received proposal and cost information. Will revisit once other projects are completed.
- Rehabilitated Gate Operator Mechanisms – **RSD staff to perform. All but 1 gate completed.** Still need to modify one section of handrail and some Class III Water piping to relocated on handrail post.
- New grating for east and west sides of basin – **RSD staff to perform.** Have not started yet.

2024 Priority Improvements Project

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

- Primary Clarifier and Headworks Modifications
- RAS/WAS pumping and piping upgrade – RSD Staff with contractor support completed RAS Pump 9. RSD has ordered two more pumps and support equipment for installation in the fall.
- New RAS/WAS Local Control Panels and SCADA Interface. – RFP sent out to consultants (attached).

Primary Clarifier Project

The District Manager is taking the lead for the Construction Management of the project. The District has contracted with HydroScience (HSE) to perform some elements of the Engineering Services During Construction (ESDC, submittal review and inspection).

HSE will perform:

- Electrical Review.

- Clarifier Bridge Structural review and inspection.
- Coating System review and inspection.
- Metal Fabrications review.
- Concrete repair design and review
- Record Drawing Preparation.

RSD will perform:

- Submittal and RFI gateway and distribution.
- Grout review.
- Primary Clarifier Equipment review and inspection.
- Aluminum Handrail review.
- Schedule of Values review.
- Project Schedule review.
- Submittal list review.
- Most construction inspections.
- All contractor and engineer coordination.
- Start-up and testing.

Currently about two-thirds of the submittals have been reviewed. The project is on schedule for draining and start of demolition/construction the week of the Board Meeting. The project is on schedule to return the clarifier back to service by the end of September and to complete all construction elements by the end of October.

b) Operations Manager Report

Date range June 1st, 2024, through June 30st, 2024

The District fared well with all of the vacations that occurred this month. Very few vacations are scheduled in July, there are the normal few days off that are typically expected around the holiday but nothing major in the forecast as this report is being written. New team Arlee Hill joined us on the 10th and has been a huge help since starting. Arlee also had a class B commercial license!!

Update on the RAS/WAS room/ Pump Project. Two more pumps and Variable Frequency Drives (VFD) have been ordered for the remaining two locations and installation will begin upon their arrival. The Pipe support is on site for the current installation and will start in early July.

Collection System Operation and Maintenance:

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

4c) Counsel for the District: District Counsel Martin De Los Angeles announced that this would be his last meeting as counsel. He will be moving on to the County of Alameda. His replacement will be Christopher Diaz also with Best, Best and Krieger. The Board and staff thanked Martin for his service to our District.

4d) Secretary of the District-No report.

4e) Board Members:

Budget and Finance Committee

July 8, 2024-T. Shaia (stipend), M. Brennan (stipend).

5) **CONSENT CALENDAR-**

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

1. Expenditures June 2024 were reviewed by the Budget Committee.
2. June 2024 Financial Statements reviewed by the Budget Committee.

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

VOTE:	AYES:	5-Brennan, Callaghan, Shaia, Russey, Noble
	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**

8A) **CSDA BOARD OF DIRECTORS ELECTION (DISCUSSION AND ACTION)**

The California Special District Association has requested the Rodeo Sanitary District assist in the election of the CSDA Board of Directors.

MOTION: By Shaia, seconded by Callaghan to vote for Kathryn Slater-Carter for the open seat on the CSDA Board of Directors. Motion passed by the following vote:

VOTE:	AYES:	3- Callaghan, Shaia, Noble
	NOES:	2- Brennan and Russey
	ABSENT:	None
	ABSTAIN:	None

8B) **APPROVE MINUTES FOR REGULAR BOARD MEETING APRIL 9, 2024 (DISCUSSION AND ACTION)**

MOTION: By Russey, seconded by Brennan, to approve the April 9, 2024, Regular Board Meeting Minutes, as corrected. Motion passed by the following vote of the Board:

VOTE:	AYES:	5-Brennan, Callaghan, Shaia, Russey, Noble
	NOES:	None

ABSENT: None
ABSTAIN: None

9) **PUBLIC HEARING-**

Public Hearing to consider adoption of Resolution 2024-09 directing staff to place delinquent Solid Waste Charges on the Contra Costa County Property Tax Roll, Record Certificates of Unpaid charges to establish liens on property.

President Callaghan opened the Public Hearing at 2:24 p.m. The public hearing was closed at 2:26 p.m.

MOTION: By Russey, seconded by Shaia, to adopt Resolution 2024-09 approving and directing collection of delinquent solid waste charges on the Contra Costa County Tax Roll, and a lien recorded against the properties, as set forth in the packet with updated list. Motion passed by the following vote of the Board:

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

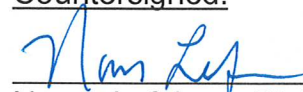
13) **SUGGESTIONS FOR FUTURE AGENDA ITEMS-** None

14) **ADJOURNMENT**

Meeting adjourned at 2:39 p.m. The next meeting of the Rodeo Sanitary Board of Directors will be held on Tuesday August 13, 2024, at 1:30.at John Swett Unified School District Board Room.


Maureen Brennan, Vice President
Rodeo Sanitary District

Countersigned:


Nancy Lefebvre, District Administrator
Rodeo Sanitary District