



**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 January 14, 2025. 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 with options to participate in the meeting as provided on the agenda.

1) **ROLL CALL**

President Callaghan called the meeting to order at 1:30 P.M.

**Directors Present:** Janet Callaghan, Maureen Brennan arrived (arrived at 1:35), Robert Russey, Angela Noble, Tara Shaia

**Staff/Consultants Present:** Steve Beall (District Manager), Nina Sayavong (Administrative Assistant) Jeffrey Greer (Operations Manager), Christopher Diaz (District counsel)

**Absent:** None

**Others Present:** None

\*via video-conference: Nancy Lefebvre (District Administrator)

a) **PLEDGE OF ALLEGIANCE TO THE FLAG:** President Janet Callaghan 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**

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**

**Aeration Basin Rehabilitation Project –**

The scope for the project includes:

- New Aeration Diffusers – **RSD staff to perform.** Basin B is complete. *Panels for Basin A are being repaired. RSD has 4 on-site and will complete prior to taking*

basin out of service. Basin A swap is delayed until Spring 2025. RSD Staff are retrieving 17 panels from the City of Lodi on 1/9/25. This will increase RSDs total panel surplus to about 20, which is enough to completely replace all panels in one basin.

- New Flow Sensors for each Aeration Zone – **RSD staff to perform.** RSD staff met with the instrument supplier on August 28, 2024, to revisit the flow measurement instruments. The supplier will provide a revised quote. More to come.
- 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.** RSD Staff have created the drawings to send to a grating vendor. More to come.

### **RAS/WAS Pumping and Piping Upgrade:**

RSD Staff with contractor support completed WAS/RAS Pump 7 and RAS Pump 8 and are 90% complete with WAS Pump 9. RSD staff are learning a lot on this venture and hope to retain the skills and knowledge.

### **District Personnel**

Birthdays for December – Angie – December 5<sup>th</sup>, Happy Birthday Angie!

Anniversaries for December – Steve Beall – December 15<sup>th</sup>, 22 years! Nancy Lefebvre, December 15<sup>th</sup>, 14 years! Nasario Martinez – December 6<sup>th</sup>, 2 years!

### **Operations Manager Report**

Date range December 1st, 2024, through December 31st, 2024.

The Centrifuge bearing on the solids end experienced a mechanical seal failure. This can happen with a new bearing assembly and is a rare occurrence. The rebuilder of the unit came out and fixed it immediately at no cost to the District. A new Control card was installed on the Sodium Bisulfite tank that was supplied by the manufacturer. During the diagnosis process, there was an insulation overspray found keeping the weatherproof cover plate from sealing all the way. With manufacturer approval, this overspray was removed, and additional weatherproof plugs were also furnished by them which were installed at the time of the new control card.

### **Sanitary Sewer Overflows (SSO) and Sewer Service Calls (SSC) December 2024**

There were zero (0) sanitary sewer overflows (SSO)

There were zero (0) Private Lateral Sewer Discharge (PLSD)

There was one (1) sanitary sewer call (SSC)

An SSC came from a resident on Hawthorne Dr. witnessing a backup into their tub which then relieved itself. The District used a push camera to check the main sewer line segment that services this address and found it to be clean and clear of obstruction and major defects. The homeowner has been advised to get a plumber to assess their lateral. The resident called and left a message on the regular voicemail box and has since learned about the Districts emergency prompt when calling about a sewer emergency.



Below is a snapshot of some major maintenance the RSD team performed this month along with some other pertinent information about plant and plant projects:

- The disconnect switch on the primary clarifier bridge was replaced with the correct unit and proper mounting, and the last item on the punch list for the Primary clarifier project was checked off.
- Operators started to put coats of epoxy paint on the doors while passing through the plant over the course of the month to help increase the service life of these newly installed pieces.
- Drying bed maintenance was performed to help increase the performance of the beds during the cold weather months.
- Contact was made with the City of Lodi about surplus air panels and the expected pick-up date for seventeen more panels is around January ninth.

**4b) Counsel for the District:** Christopher Diaz updated Brown Act and ADA compliance. The Attorney General believes the Americans with Disabilities Act should be read into the Brown Act to accommodate board members with disabilities.

**4c) Secretary of the District:** Nothing to report.

**4d) Board Members:** Nothing to report.

**Budget and Finance Committee:**

January 13, 2025- Vice President M. Brennan (stipend), Secretary T. Shaia (stipend)

**5) CONSENT CALENDAR:**

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

1. Recommend approval for expenditures for December 2024. Reviewed by Budget Committee.
2. Receive December 2024 Financial Statements. Reviewed by Budget Committee.

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

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

6) **EMERGENCY SITUATIONS REQUIRING BOARD ACTION:** None

7) **OLD BUSINESS:** None

8A) **NEW BUSINESS**

**BOARD MEMBER COMPENSATION ADJUSTMENT**

A decision is needed to implement a scheduled compensation adjustment for the District Board of Directors per Ordinance 2016 – 100.

**District Manager's Recommendation**

Select one of two options:

1. Implement the compensation adjustment as allowed under Ordinance 2016 – 100 and direct staff to prepare the appropriate Ordinance and public hearing.
2. Take no action and keep the existing Directors' compensation rate the same.

MOTION: By A. Noble, seconded by M. Brennan to Adopt Option 2. Take no action and keep the existing Directors' compensation rate the same. The decision needed to implement a scheduled compensation adjustment for the District Board of Directors per Ordinance 2016 – 100.

Motion passed by the following vote:

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

8B) **DISTRICT PARTICIPATION IN THE LOCAL AGENCY INVESTMENT FUND (LAIF)**

**District Manager's Recommendation**

Adopt Resolution 2025-01 authorizing the investment of monies in the Local Agency Investment Fund and approve Delegation of Authority to participate in the LAIF program.

MOTION: By A. Noble, second by T. Shaia, Adopt Resolution 2025-01 authorizing the investment of monies in the Local Agency Investment Fund and approve Delegation of Authority to participate in the LAIF program.

Motion passed by the following vote:

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

8C) **APPROVE MINUTES FOR REGULAR BOARD MEETING November 12, 2025 (DISCUSSION AND ACTION).**

MOTION: By R. Russey, seconded by M. Brennan, to approve the November 12, 2024, Regular Board Meeting Minutes with approved adjustments. Motion passed by the following vote of the Board:

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

**8D) APPROVE MINUTES FOR REGULAR BOARD MEETING December 12, 2025 (DISCUSSION AND ACTION).**

MOTION: By R. Russey, seconded by M. Brennan, to approve the December 10, 2024, Regular Board Meeting Minutes. 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: 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**

The meeting adjourned at 2:37 p.m. The next meeting of the Rodeo Sanitary Board of Directors will be held on Tuesday, February 11, 2025, at 1:30 P.M. at John Swett Unified School District Board Room.

  
Maureen Brennan, Vice President  
Rodeo Sanitary District

Countersigned:

  
Nina Sayavong, Administrative Assistant  
Rodeo Sanitary District