

Douglas Colucci, President
Warren Shannon, Vice President
Michael Clemons, Director
Daryl Payne, Director
Mary Avanti, Director

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WOODBIDGE SANITARY DISTRICT

AGENDA

REGULAR MEETING OF THE BOARD OF DIRECTORS
TO BE HELD AT THE WOODBRIDGE FIRE STATION
400 E. AUGUSTA STREET, WOODBRIDGE, CA 95258

December 11, 2024 @ 5:30 PM

CALL TO ORDER:

ROLL CALL:

President: Douglas Colucci
Vice-President: Warren Shannon
Directors: Michael Clemons, Daryl Payne, Mary Avanti

Flag Salute

I. PUBLIC COMMENT: Members of the audience may address the Board of Directors on any item not on the agenda that is within the District's subject matter jurisdiction, or that has been described in the notice for the meeting before consideration of that item.

II. INFORMATION, DISCUSSION & POSSIBLE ACTION :

1. Consent Calendar:

- a. **GM Report**
- b. **Minutes:** Approval of Minutes for 11/13/2024
- c. **Warrants:** Approval of Regular and US Bank Warrants

2. Old Business:

- a. **Salaries and Benefits:**
 1. Discuss and consider approving updates to the Personnel Manual regarding employee benefits and other areas.
- b. **Policies and Procedures:** Discuss and consider a guide for the adoption and amendment of District policies and how referrals are handled.

3. New Business

- a. **Sewer Line Cleaning and CCTV:** Discuss and consider approving a contract for Sewer Line Cleaning and CCTV services.

- b. **Election of Officers:** Annual election of Board Officers, President, and Vice President.
- c. **County Fund Account Authorization, Resolution 2024-06:** Discuss and consider adopting a resolution establishing signers on the County Fund Authorization form for the District.
- d. **Payroll/Timesheets, Resolution 2024-07:** Discuss and consider adopting a resolution establishing authorized signers shown on the County Fund form for the District.
- e. **Policies and Procedures:** Complete the annual review and assignment of Director Responsibilities for 2025.

PUBLIC COMMENTS:

LEGAL COUNSEL COMMENTS:

DIRECTOR COMMENTS:

ADJOURNMENT:

Materials related to items on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the District Office at 19720 Benedict Drive, Woodbridge, CA during normal business hours. Regular meetings of the Board of Directors of the Woodbridge Sanitary District are held the second Wednesday of every month at 5:30 PM at the Woodbridge Fire Station, 400 E. Augusta St. "This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the Americans with Disabilities Act of 1990 (42 U.S.C. & 12132) and the Ralph M. Brown Act (CA Government code & 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact Lily Mora @ (209) 368-0900 during regular business hours, at least twenty-four hours prior to the time of the meeting." **POSTED DATE 12/062024**