

Larry Norvall, President  
Glenda Wall, Vice-President  
Richard Best, Director  
Mary Avanti, Director  
Douglas Colucci, Director

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# WOODBIDGE SANITARY DISTRICT

## AGENDA

REGULAR MEETING OF THE BOARD OF DIRECTORS

**Due to the Coronavirus this meeting will be conducted by conference call. The conference dial in number is 1-888-206-2266 Passcode: 7827965# Meeting materials will be posted to the District's website by close of business on Tuesday or before the meeting at :<https://woodbridgesd.specialdistrict.org>**

**October 14, 2020 @ 5:30 PM**

**CALL TO ORDER:**

**ROLL CALL:**

President: Larry Norvall  
Vice-President: Glenda Wall  
Directors: Mary Avanti, Douglas Colucci, Richard Best

Flag Salute

**APPROVAL OF MINUTES:** Regular Meeting Minutes: 06/24/20,07/29/20,08/12/20 & 09/09/2020.

**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) GM Report
- 2) USDA Project
  - a) Engineer to update the Board on the status of project that includes a construction project schedule.
  - b) Discuss and consider approving Change Order #1.
- 3) 2020 Capital Improvement Program: Presentation by engineer on the 2020 Capital Improvements per the recent approved rate study and potential financing options.
- 4) General Manager/Chief Plant Operator Position:
  - a) Update on the status and efforts to fill the General Manager/Chief Plant Operator position.
  - b) Discuss and consider advertising options for the position.
- 5) Board Vacancy: Discuss and consider the process for filling the vacant position. Section 2. Vacancies of WSD Bylaws. Vacancies on the Board shall be filled in accordance with Government Code 1780.
- 6) Insurance: Update the Board on the change of insurance companies.
- 7) CoBank – Discuss and consider approving the release of interim loan funds for Partial Payment #10.
- 8) 2020-21 Sewer Rate Increase: Update Board on the status of Direct Assessments to the County.

9) Ordinance 2020-01: Discuss and consider approving an updated Ordinance regarding the process for rate increases.

10) Annual Audit

- a) Discuss the schedule for the 2019-20 Audit.
- b) Discuss status of District staff training and fully implementing the use of QuickBooks for the 2020-21 year per the auditor recommendations.

11) Wine Country Lift Station

- a) Discuss status on securing a formal agreement with the County.

12) Flight/Cactus Restaurant: Discuss status of collecting for unbilled changes from the property owner.

13) Warrants

**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 7 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** 10-09-2020