

Douglas Colucci, President
Larry Norvall, Vice-President
Mary Avanti, Director
Pat Piccardo, Director
Terry Wells Brown, Director

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WOODBIDGE SANITARY DISTRICT

AGENDA (Revised)

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>

March 10, 2021 @ 5:30 PM

CALL TO ORDER:

ROLL CALL:

President: Douglas Colucci
Vice-President: Larry Norvall
Directors: Mary Avanti, Pat Piccardo, Terry Wells Brown

Flag Salute

APPROVAL OF MINUTES: 2/10/21

- 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) **General Manager/Chief Plant Operator Position**
 - a) Update on the status and efforts to fill the General Manager/Chief Plant Operator Position.
 - 3) **USDA Project**
 - a) Engineer to update the Board on the status of the project that includes a current work schedule.
 - b) Discuss and consider approval of Progress Pay Request No. 2 from Auburn Constructors, LLC.
 - c) Discuss and consider approving the release of CoBank (Interim Lender) funds for Partial Payment #15.
 - d) Consider adopting a resolution extending the term of, or refinancing, the 2019 Loan Anticipation Note with CoBANK, ACB.
 - 4) **2021 Sewer Cleaning and CCTV Inspection**: Discuss and consider for approval the authorization of Task Order No. 2 to Nor-Cal Pipeline Services for sewer line cleaning and CCTV inspection.
 - 5) **Capacity Charge Update, Resolution 2021-01**: Discuss and consider updating the Capacity Charges for the District.

- 6) **2021 Capital Improvement Program:** Discuss and consider approval of scope of services from KSN to prepare loan application for financing of 2021 Capital Improvements through USDA Rural Development or Clean Water Revolving Fund Loan Program.

- 7) **Insurance:**
 - a) Discuss and consider proposals on Workers Compensation Insurance.
 - b) Discuss and consider approval of renewal policy for Property, Liability and Crime Insurances. Includes adding coverage for Administrative Secretary's vehicle.

- 8) **Guide for Filling Board Vacancies and Bylaw Revision:**
 - a) Discuss and consider a District Guide for Filling Board Vacancies.
 - b) Discuss and consider revisions to Article III, Section 2 of District Bylaws

- 9) **Annual Audit:**
 - a) Discuss the status of completion for the 2019-20 Audit.

- 10) **Payroll/Timesheets, Resolution 2021-02:** Discuss and consider adopting a resolution establishing authorized signers shown on the County Fund Form for the District.

- 11) **Policies and Procedures:** Complete an annual review update and assignment of Director Responsibilities for 2021.

- 12) **Employee Compensation:** Discuss and consider for approval step increase for Grade 1 Operator, John Flores.

- 13) **Closed Session:** Employee Performance Review (Government Code Section 54957(b)(1): Grade 1 Operator.

- 14) **Return to Open Session:** Announcement of reportable action(s) pursuant to Government Code section 54957.1.

- 15) **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 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** 03-07-2021