**MINUTES OF ADJOURNED REGULAR MEETING**

**OF THE BOARD OF DIRECTORS**

**January 10, 2023**

**1:00 PM**

**SUSANVILLE SANITARY DISTRICT OFFICE**

1. **THIS REGULAR MEETING OF THE SUSANVILLE SANITARY DISTRICT WILL BE CALLED TO ORDER AND OPEN SESSION WILL BE RECORDED**

The Regular Meeting was called to order by President Erb at approximately 1:00 p.m. in the Susanville Sanitary District office located at 45 South Roop Street, Susanville, CA 96130.

1. **PLEDGE OF ALLEGIANCE, AND ROLL CALL OF DIRECTORS**

Present: Board President Kim Erb, Vice President Heath, Director Ernie Peters, Director Billy Hoffman, and Director Dave (Tex) Martin; General Manager Steve Stump, Board Secretary Kathy Romesburg and Legal Counsel Randall Harr ( by phone)

The Pledge of Allegiance was recited.

1. **APPROVAL OF AGENDA, ADDITIONS, AND/OR DELETIONS**

Director Hoffman motioned to approve the agenda as amended adding Agenda Item # 9 Board President, Vice President, and Committees. Vice President Heath seconded; motion carried.

1. **APPROVAL OF REGULAR MEETING MINUTES OF December 13, 2022, AND**

**SAFETY MEETING MINUTES OF December 2022**

Vice President Heath motioned to approve the Regular Meeting Minutes of December 13, 2022, and Safety Meeting Minutes of December 2022. Director Martin seconded; motion carried.

1. **PUBLIC COMMENT:**

No Public Present

1. **ACCEPT THE 2021-2022 AUDIT**

Director Peters motioned to accept the audit. Director Hoffman seconded; motion carried.

1. **GENERAL MANAGER’S REPORT**
2. Wastewater Collection and Treatment: A status report on the Wastewater Treatment Plant, and related items for December 2022

The General Manager reported that during December 2022 the Wastewater Treatment Plant operated at 99% BOD removal, and 99% Suspended Solids removal. The plant is running well.

1. Administration and Operation Updates

Steve let the board know we are still waiting for the rest of the parts to be able to complete the Influent bar rake rehab project.

1. Financial Statement: A status report on the income and expenses of the Susanville Sanitary District for December 2022
2. **RATIFY CLAIMS PAID PER RESOLUTION NO. 92.4, December 1, 2022**

**THROUGH December 31, 2022, AND AUTHORIZE PAYMENT OF VENDOR**

**BILLS**

Vice President Heath motioned to ratify the payments made and approve the claims as presented. Director Peters seconded; motion carried.

1. **VOTE TO APPOINT BOARD PRESIDENT AND VICE PRESIDENT, VOTE IN COMMITTEE MEMBERS:**

Director Martin nominated President Erb for President; Director Peters seconded. All in favor motion carried. Director Hoffman nominated Vice President Heath as Vice President; President Erb seconded; All in favor motion carried.

Administration Committee- Ernie Peters & Kim Erb

Finance Committee- David (Tex) Martin & Kim Erb

Engineering Committee- Marty Heath & Billy Hoffman

Union Committee- David (Tex) Martin & Marty Heath

Personnel Interview Committee- Ernie Peters & Billy Hoffman

1. **REPORTS BY BOARD MEMBERS:** Board Members may discuss communications, correspondence, or other items of general interest relating to matters within the Board’s jurisdiction. The Board may provide direction to staff, however, there will be no voting or formal action taken.

President Erb brought up changing the meeting date from Tuesdays to Wednesdays. It will be on the next agenda for a vote.

1. **ADJOURNMENT**

Director Martin motioned to adjourn the Regular Meeting at approximately 1:25 pm, Director Hoffman seconded; motion carried.

Respectfully Submitted,

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Kathy Romesburg Board Secretary