**MINUTES OF ADJOURNED REGULAR MEETING**

**OF THE BOARD OF DIRECTORS**

**October 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: President Erb, Vice President Marty Heath, Director Ernie Peters, Director David (Tex) Martin and Director Billy Hoffman; General Manager Steve Stump; Board Secretary Kathy Romesburg; Legal Counsel Randall Harr

The Pledge of Allegiance was recited.

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

Director Hoffman motioned to approve the agenda. Vice President Heath seconded; motion carried.

1. **APPROVAL OF REGULAR MEETING MINUTES OF September 12, 2023, AND**

 **SAFETY MEETING MINUTES OF September 2023**

Vice President Heath motioned to approve the Regular Meeting Minutes of September 12, 2023, and Safety Meeting Minutes of September 2023. Director Hoffman seconded; motion carried.

1. **PUBLIC COMMENT:**

No Public Present

1. **ADOPT ORDINANCE NO. 85, “An Ordinance Amending Ordinance No. 51 Which Imposed a Period of Limitations with Respect to Claims for Refund of Over-Collected Fees”**

Director Peters motioned to adopt Ordinance No. 85. Director Hoffman seconded; motion carried.

1. **ACCEPT 2022-2023 AUDIT**

Director Martin motioned to accept 2022-2023 Audit. Vice President Heath 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 September 2023

The General Manager reported that during September 2023 the Wastewater Treatment Plant operated at 99% BOD removal, and 99% Suspended Solids removal.

1. Administration and Operation Updates:

The General Manager reported that the District is working on an Ordinance for ADU’s projected to be on the November 14th 2023 agenda. He also let the board know we will be getting a new roof for the office storage building.

1. Financial Statement: A status report on the income and expenses of the Susanville Sanitary District for September 2023.
2. **RATIFY CLAIMS PAID PER RESOLUTION NO. 92.4, September 1, 2023**

 **THROUGH September 30, 2023, AND AUTHORIZE PAYMENT OF VENDOR**

 **BILLS**

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

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.

No reports from Board Members

1. **ADJOURNMENT**

Director Martin motioned to adjourn the Regular Meeting at approximately 1:17 pm, Director Hoffman seconded; motion carried.

Respectfully Submitted,

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 Kathy Romesburg Board Secretary