**MINUTES OF ADJOURNED REGULAR MEETING**

**OF THE BOARD OF DIRECTORS**

**June 13, 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 as changed. Vice President Heath seconded; motion carried.

1. **APPROVAL OF REGULAR MEETING MINUTES OF May 9, 2023, AND**

 **SAFETY MEETING MINUTES OF May 2023**

Item number 8 c was changed to read Financial Statement: A status report on the income and expenses of the Susanville Sanitary District for April 2023. Vice President Heath motioned to approve the Regular Meeting Minutes of May 9, 2023, as changed and Safety Meeting Minutes of May 2023. Director Martin seconded; motion carried.

1. **PUBLIC COMMENT:**

No Public Present

1. **GENERAL MANAGER’S REPORT**
2. Wastewater Collection and Treatment: A status report on the Wastewater Treatment Plant, and related items for May 2023

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

1. Administration and Operation Updates:

The General manager and office staff had a kickoff meeting with SCI for the rate study. The Board Secretary also discussed with the board the need for another ethics/Brown act class.

1. Financial Statement: A status report on the income and expenses of the Susanville Sanitary District for May 2023. The General Manager reported that the district is in good financial health.
2. **RATIFY CLAIMS PAID PER RESOLUTION NO. 92.4, May 1, 2023**

 **THROUGH May 30, 2023, 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. **APPROVAL OF OVERPAYMENT REFUND**

 Director Peters motioned to pay the overpayment refunds; Vice President Heath seconded; motion carried.

1. **VOTE ON CHANGE OF DENTAL COVERAGE**

Director Hoffman motioned to change from Delta Dental to Humana Dental; Director Martin seconded; motion carried.

1. **VOTE TO APPROVE RESOLUTION 23.03- A Resolution of the Board of Directors of the Susanville Sanitary District Identifying Surplus Vehicles, Authorizing their Liquidation.**

Director Hoffman Motioned to approve Resolution 23.03; Vice President Heath seconded; motion carried.

1. **VOTE TO APPROVE ONE YEAR CONTRACT OF CASEY WILLIAMS**

 **TO “OPERATIONS SUPERINTENDENT”**

Director Hoffman Motioned to approve one year contract of Casey Williams; 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 1:30 pm, Director Hoffman seconded; motion carried.