**MINUTES OF ADJOURNED REGULAR MEETING**

**OF THE BOARD OF DIRECTORS**

**August 8, 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 July 11, 2023, AND**

 **SAFETY MEETING MINUTES OF July 2023**

Vice President Heath motioned to approve the Regular Meeting Minutes of July 11, 2023, and Safety Meeting Minutes of July 2023. Director Hoffman seconded; motion carried.

1. **PUBLIC COMMENT:**

No Public Present

1. **SCHEDULE PUBLIC HEARING REGARDING DISCONNECTION OF SEWER SERVICE FOR FEES NOT PAID**

Vice President Heath motioned to schedule public hearing regarding disconnection of sewer service for fees not paid on September 12, 2023. Director Martin 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 July 2023

The General Manager reported that during July 2023 the Wastewater Treatment Plant operated at 99% BOD removal, and 99% Suspended Solids removal. The Secondary Clarifier broke. Had to bypass for a couple days to make repairs.

1. Administration and Operation Updates:

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

 **THROUGH July 31, 2023, AND AUTHORIZE PAYMENT OF VENDOR**

 **BILLS**

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

1. **APPROVAL OF OVERPAYMENT REFUNDS**

Vice President Heath motioned to approve overpayment refunds; Director Hoffman seconded motion carried.

1. **CLOSED SESSION PUBLIC EMPLOYEE APPOINTMENT-**PUBLIC EMPLOYMENT TITLE “OPERATIONS SUPERINTENDENT”

Went into closed session at 1:23p.m. Came out at 1:29p.m. No reportable action.

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 questioned if the district could offer dental coverage for the board members. It will be put up for a vote on the next agenda.

1. **ADJOURNMENT**

Director Martin motioned to adjourn the Regular Meeting at approximately 1:30 pm, Director Hoffman seconded; motion carried.