**MINUTES OF ADJOURNED REGULAR MEETING**

**OF THE BOARD OF DIRECTORS**

**January 14, 2025**

**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**

The Pledge of Allegiance was recited.

Present: President Kim Erb, Director Billy Hoffman, Director David (Tex) Martin and Director Danny Choo; General Manager Steve Stump; Board Secretary Kathy Romesburg; and Legal Counsel Randall Harr

Vice President Marty Heath was absent

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

Director Hoffman motioned to approve the agenda. Director Choo seconded; motion carried.

1. **APPROVAL OF REGULAR MEETING MINUTES OF December 10, 2024 AND SAFETY MEETING MINUTES OF December 2024**

Director Martin motioned to approve the Regular Meeting Minutes of December 10, 2024 and Safety Meeting Minutes of December 2024. Director Choo 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 December 2024

The General Manager reported the new lab effluent results are good. The district had 1 fecal coliform violation.

1. Administration and Operation Updates

A letter of intent was sent to the City for LOVE’s

1. Financial Statement: A status report on the income and expenses of the Susanville Sanitary District for December 2024.
2. **RATIFY CLAIMS PAID PER RESOLUTION NO. 92.4, December 1, 2024 THROUGH December 31, 2024, AND AUTHORIZE PAYMENT OF VENDOR BILLS**

Director Hoffman motioned to ratify the payments made and approve the claims as presented. Director Martin 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 by Board Members

1. **ADJOURNMENT**

Director Choo motioned to adjourn the Regular Meeting at approximately 1:29 pm, Director Hofman seconded; motion carried.

Respectfully Submitted,

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Kathy Romesburg Board Secretary