**MINUTES OF ADJOURNED REGULAR MEETING**

**OF THE BOARD OF DIRECTORS**

**October 8, 2024**

**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, Vice President Marty Heath, Director David (Tex) Martin and Dirctor Danny Choo; General Manager Steve Stump; Board Secretary Kathy Romesburg; and Legal Counsel Randall Harr

Director Billy Hoffman was absent

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

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

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

Vice President Heath motioned to approve the Regular Meeting Minutes of September 10, 2024 and Safety Meeting Minutes of September 2024. 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 September 2024

The General Manager reported the lab has not given us the numbers yet.

1. Administration and Operation Updates: The District has someone from ELAP from the State Water Resources Control Board coming out to next week to recertify the District lab so the District can start doing the samples again.
2. Financial Statement: A status report on the income and expenses of the Susanville Sanitary District for September 2024.
3. **RATIFY CLAIMS PAID PER RESOLUTION NO. 92.4, September 1, 2024 THROUGH September 30, 2024, AND AUTHORIZE PAYMENT OF VENDOR BILLS**

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

1. **ACCEPT SSD AUDIT 2023-2024**

Director Martin motioned to accept the SSD Audit 2023-2024; Vice President Heath seconded; motion carried

1. **BOARD SELECTION OF DISTRICT OFFICERS AND COMMITTEES; VOTE ON DATE AND TIME OF DISTRICT BOARD MEETINGS**

Vice President Heath motioned to appoint Kim Erb as the Board President; Director Martin seconded; motion carried.

President Erb motioned to appoint Marty Heath as the Board Vice President; Director Martin seconded; motion carried.

Administrative Committee - Danny Choo & Kim Erb

Finance Committee – Tex Martin & Kim Erb

Engineering Committee – Tex Martin & Marty Heath

Union Committee – Danny Choo & Marty Heath

Personnel Interview Committee – Marty Heath & Billy Hoffman

1. **ADD DAVID MARTIN AND DANNY CHOO AND REMOVE ERNIE PETERS AS CHECK SIGNERS AT US BANK**

President Erb motioned to add David Martin & Danny Choo and remove Ernie Peters as check signers at US Bank; 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.

President Erb mentioned doing a better background check on potential employees.

1. **ADJOURNMENT**

Director Choo motioned to adjourn the Regular Meeting at approximately 1:25 pm, Vice President Heath seconded; motion carried.

Respectfully Submitted,

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 Kathy Romesburg Board Secretary