**MINUTES OF ADJOURNED REGULAR MEETING**

**OF THE BOARD OF DIRECTORS**

**February 11, 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 1:03 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 as amended. Director Choo seconded; motion carried.

1. **APPROVAL OF REGULAR MEETING MINUTES OF January 14, 2025 AND SAFETY MEETING MINUTES OF January 2025**

Director Martin motioned to approve the Regular Meeting Minutes of January 14, 2025 and Safety Meeting Minutes of January 2025. 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 January 2025

The General Manager reported the Plant operated at 95% BOD removal, and 95% Suspended Solids removal. The district had 1 violation for total and fecal coliform.

1. Administration and Operation Updates

1. Financial Statement: A status report on the income and expenses of the Susanville Sanitary District for January 2025.
2. **RATIFY CLAIMS PAID PER RESOLUTION NO. 92.4, January 1, 2025 THROUGH January 31, 2025, 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. **CLOSED SESSION CONFERENCE WITH LABOR NEGOTIATORS: Government Code Section 54957.6 Agency designated representatives: Kim Erb and Danny Choo Unrepresented employees: General Manager and Operations Superintendent**

Went into closed session at 1:17 pm came out of closed session at 1:27 pm. No reportable action.

1. **VOTE TO APPROVE SENDING BILL DANDOIS TO A WQI Grade III Exam Preparation Training Class**

Director Hoffman motioned to approve sending Bill Dandois to a WQI Grade III Exam Preparation Training Class. 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. **RATE STUDY PRESENTATION BY BLAIR AAS**

Blair Aas went over the rate study with the board. Will move forward in March.

1. **ADJOURNMENT**

Director Choo motioned to adjourn the Regular Meeting at approximately 2:25 pm, Director Hofman seconded; motion carried.

Respectfully Submitted,

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Kathy Romesburg Board Secretary