

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE
IRONHOUSE SANITARY DISTRICT
May 5, 2020**

The Board of Directors of the Ironhouse Sanitary District (ISD) met in regular session on Tuesday, May 5, 2020 via teleconference, consistent with Executive Orders No. N-25-20 and No. N-29-20 from the Executive Department of the State of California and Contra Costa County March 16, 2020 Shelter in Place Order and the Updated Stay-at-Home Order with New Restrictions issued on April 29, 2020 extending the Shelter in Place Order through May 31, 2020.

1. CALL TO ORDER

President Dawn Morrow called the meeting to order at 7:00 p.m.

1.A. BOARD ROLL CALL

Roll Call

Directors present: Dawn Morrow, Doug Scheer, Susan Morgan,
Peter Zirkle and Chris Lauritzen

Members absent: None

Staff/Consultants present: Chad Davisson, General Manager
Tyson Zimmerman, Assistant General Manager
Cecilia Goff, District Secretary/Office Administrator
Louis Solana, Collections Superintendent
David Dal Porto, Ranch/Levee/Reclamation
Superintendent
Chris Christean, Plant Manager
Leah Castella, Legal Counsel
Michael Welty, Financial Consultant

Interested Parties: Sue Higgins, City of Oakley

1.B. PLEDGE OF ALLEGIANCE – Director Peter Zirkle led the pledge of allegiance.

2. APPROVAL OF AGENDA

M/S C. Lauritzen, S. Morgan and the Board voted to approve the Agenda.

In favor: D. Scheer, P. Zirkle, C. Lauritzen, D. Morrow and S. Morgan. Opposed: None.
Absent: None.

3. PUBLIC COMMENTS - Communications from the public on subjects not on the agenda.

There were no public comments.

4. CONSENT CALENDAR

4.A. APPROVAL OF MINUTES OF THE APRIL 21, 2020 ISD BOARD MEETING

4.B. APPROVAL OF SPECIAL MEETING MINUTES OF THE APRIL 28, 2020 ISD BOARD MEETING

4.C. APPROVAL OF PAYMENT ORDER, REPORT ON FINANCIAL POSITION & OPERATING PERFORMANCE

4.D. OFFER OF DEDICATION - GILBERT PROPERTY, PHASE 1 - TRACT 9473

M/S C. Lauritzen, D. Scheer and the Board voted to approve the Consent Calendar.

In favor: D. Scheer, P. Zirkle, C. Lauritzen, D. Morrow and S. Morgan. Opposed: None. Absent: None.

5. BUSINESS BEFORE THE BOARD

5.A. CONSIDER ADOPTING RESOLUTION NO. 20-02 RESCINDING BOARD ACTION ESTABLISHING PLANNING & PROGRAMS MEETING AND AMENDING BYLAWS TO ADD COMMITTEES EFFECTIVE F/Y 2020/21

Ms. Leah Castella, District Legal Counsel, explained that at the April 7, 2020 Board meeting, the Board directed staff to provide more information on consolidating the two monthly meetings into one meeting and reestablishing the two recommended committees, Jersey Island and Outreach. Ms. Castella prepared resolution no. 20-02 which rescinds the Board action that established a Planning and Programs meeting and includes a revision to amend the bylaws to add the two committees. It was suggested that the change become effective July 1, 2020, at the start of the new fiscal year. Questions from the Board were solicited and answered.

M/S S. Morgan, C. Lauritzen and the Board voted to adopt resolution no. 20-02 rescinding board action establishing the Planning & Programs meeting and amending the bylaws to add the Jersey Island and Public Outreach Committees effective fat the start of the upcoming fiscal year 2020/21.

In favor: D. Scheer, P. Zirkle, C. Lauritzen, D. Morrow and S. Morgan. Opposed: None. Absent: None.

5.B. AUTHORIZE THE GENERAL MANAGER TO ENTER INTO A CONTRACT WITH PARKSON CORPORATION TO RECONDITION THE EXISTING ROTOSHEAR® INTERNALLY-FED PERFORATED ROTATING DRUM SCREENS AT THE WRF IN AN AMOUNT NOT TO EXCEED \$300,000

Mr. Chris Christean, ISD Plant Manager, explained that the existing Rotoshear Rotating Drum Screens have continuously operated since 2011. Structural cracks have

developed and the units are failing. These units are a critical element of the preliminary process, screening out debris that would otherwise damage the membranes associated with downstream treatment processes and rebuilding of the equipment is critical. Questions from the Board solicited and answered.

M/S C. Lauritzen, D. Scheer and the Board voted to authorize the general manager to enter into a contract with Parkson Corporation to recondition the existing Rotoshear Internally-Fed Perforated Rotating Drum Screens at the WRF in an amount not to exceed \$300,000.

In favor: D. Scheer, P. Zirkle, C. Lauritzen, D. Morrow and S. Morgan. Opposed: None. Absent: None.

6. INFORMATIONAL ITEMS FROM STAFF

6.B REPORT ON DISTRICT CASH AND INVESTMENT PORTFOLIO

Mr. Welty presented the cash and investment portfolio to the Board. Questions were solicited and answered.

7. GENERAL MANAGER AND STAFF REPORTS

Mr. Davisson presented the General Manager and Staff reports to the Board. To date, there are 210.77 new connections. For fiscal year 2019/20, staff conservatively projected 150 new connections. Questions from the Board were solicited and answered.

8. BOARD MEMBER ADVISORY REPORTS

Director Morgan reported that due to the COVID-19 pandemic the City of Oakley is not meeting right now. The Oakley Chamber of Commerce is closing. CCSDA is working on holding the upcoming meeting virtually. She attended the City of Brentwood's Council meeting via livestream. The Contra Costa County Board of Supervisor's formed a COVID-19 Ad Hoc committee.

9. GENERAL MANAGER ANNOUNCEMENTS

Mr. Davisson reported that the District received a commendation from a local realtor about Mr. Louis Solana, Collections Superintendent, and Ms. Elayna Whyte, Administrative Technician/Process Specialist. The realtor explained that she has worked with Mr. Solana and Ms. Whyte several times and they are always efficient, responsive and a pleasure to work with.

10. FUTURE AGENDA ITEMS FOR CONSIDERATION

Ms. Castella requested, per Board direction, that an item to consider changing the regular Board meeting from the first Tuesday of the month at 7 p.m., to the third Tuesday of the month at 6 p.m., be included on a future agenda.

11. ADJOURNMENT

President Morrow adjourned the regular meeting at 7:59 p.m. until Tuesday, May 19, 2020 at 6:00 p.m. for the next Planning and Programs – Finance/CIP meeting of the

Board of Directors which will be held virtually due to the Updated Stay-at-Home Order with New Restrictions issued on April 29, 2020 extending the Shelter in Place Order through May 31, 2020.

APPROVED _____
President

District Secretary

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