



**MINUTES OF THE REGULAR MEETING  
OF THE DISTRICT BOARD  
MT. VIEW SANITARY DISTRICT**

July 11, 2024

The District Board of the Mt. View Sanitary District convened in a regular session at its regular place of meeting, Mt. View Sanitary District Board Room, 3800 Arthur Road, Martinez, County of Contra Costa, State of California, on July 11, 2024, at 3:32 p.m.

1. ROLL CALL OF DIRECTORS

PRESENT: Directors Jared Ruddell, David Maggi, Vice President Gregory T. Pyka, and President Julia R. Halsne  
ABSENT: Director Brian A. Danley  
Also Present: STAFF – General Manager Lilia M. Corona, Deputy General Manager Stacey Ambrose, District Engineer Chris D. Elliott, Board Secretary Stephanie L. Seregin, and District Legal Counsel J. Daniel Adams.  
PUBLIC: None

2. PUBLIC COMMENT

None

3. CONSENT CALENDAR

- A. APPROVE THE MINUTES OF THE JUNE 13, 2024, REGULAR BOARD MEETING
- B. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 62027 THROUGH 62079 DATED JUNE 11, 2024
- C. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 62080 THROUGH 62118 DATED JUNE 25, 2024
- D. RATIFY APPROVAL OF GENERAL FUND 3410 CHECK NUMBERS 715 THROUGH 716 DATED JUNE 11, 2024
- E. RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 3227 THROUGH 3229 DATED JUNE 11, 2024

F. RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBER 3230 DATED JUNE 25, 2024

G. GARDENS AT HEATHER FARM TASK ORDER NO. 2 TO AGREEMENT 23-0004

It was moved by Vice President Pyka, seconded by Director Ruddell, to approve Consent Calendar Items 3A to 3G.

Motion carried by the following vote:

AYES:	Directors Ruddell, Maggi, Vice President Pyka, and President Halsne
NOES:	None
ABSENT:	Director Danley
ABSTAIN:	None

#### 4. CONTINUED PUBLIC HEARING

##### **A. COLLECTION OF SEWER SERVICE CHARGES FOR FISCAL YEAR 2024-25 WITH THE GENERAL TAXES**

###### 1. RECEIVE REPORT FROM STAFF

General Manager Corona reported.

###### 2. RESUME THE PUBLIC HEARING

###### a. RESUME THE CONTINUED PUBLIC HEARING

President Halsne resumed the Public Hearing.

###### b. RECEIVE PUBLIC TESTIMONY

There was no public testimony.

###### c. CLOSE PUBLIC HEARING

President Halsne closed the Public Hearing.

###### 3. CONSIDER ADOPTION OF RESOLUTION NO. 1606-2024, OVERRULLING OBJECTIONS, ADOPTING THE REPORT OF THE GENERAL MANAGER, AND

ORDERING THE COLLECTION OF SEWER SERVICE CHARGES FOR THE FISCAL YEAR 2024-2025 IN THE SAME MANNER, BY THE SAME PERSON AND AT THE SAME TIME TOGETHER WITH THE GENERAL TAXES.

It was moved by Vice President Pyka, seconded by Director Ruddell, to adopt Resolution No. 1606-2024, overruling objections, adopting the report of the General Manager, and ordering the collection of sewer service charges for the Fiscal Year 2024-2025 in the same manner, by the same person and at the same time together with the general taxes.

Motion carried by the following vote:

AYES:	Directors Ruddell, Maggi, Vice President Pyka, and President Halsne
NOES:	None
ABSENT:	Director Danley
ABSTAIN:	None

5. NEW BUSINESS

**A. FINALIZE THE SALE OF CLEAR CHANNEL BILLBOARD LEASES AND EASEMENT TO VERTICAL BRIDGE**

Item 5A was pulled from the agenda.

**B. LYTEK MEMORANDUM OF UNDERSTANDING AMENDMENT FOR BIOSOLIDS**

1. RECEIVE REPORT FROM STAFF

Deputy General Manager Ambrose reported.

2. CONSIDER ADOPTION OF A MOTION APPROVING THE 2<sup>ND</sup> AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN MT. VIEW SANITARY DISTRICT AND LYTEK INTERNATIONAL LIMITED (LYTEK) AND AUTHORIZING THE BOARD PRESIDENT TO EXECUTE THE DOCUMENT.

It was moved by Director Maggi, seconded by Vice President Pyka, to adopt a motion approving the 2nd Amendment to the Memorandum of Understanding (MOU) between Mt. View Sanitary District and Lystek International Limited (Lystek) and authorizing the Board President to execute the document.

Motion carried by the following vote:

AYES: Directors Ruddell, Maggi, Vice President Pyka, and President  
Halsne  
NOES: None  
ABSENT: Director Danley  
ABSTAIN: None

### **C. DISBANDING OF GENERAL MANAGER CONTRACT NEGOTIATORS**

#### 1. RECEIVE REPORT FROM STAFF

General Manager Corona reported.

#### 2. CONSIDER ADOPTION OF A MOTION FINDING THAT THE GENERAL MANAGER CONTRACT NEGOTIATORS HAVE FULFILLED THEIR PURPOSE AND THAT THE NEGOTIATORS BE DISBANDED.

It was moved by Director Maggi, seconded by Vice President Pyka, to adopt a motion finding that the General Manager contract negotiators have fulfilled their purpose and that the negotiators be disbanded.

Motion carried by the following vote:

AYES: Directors Ruddell, Maggi, Vice President Pyka, and President  
Halsne  
NOES: None  
ABSENT: Director Danley  
ABSTAIN: None

### **D. ANNUAL REVIEW OF DISTRICT POSITIONS AND SUCCESSION**

#### 1. RECEIVE REPORT FROM STAFF

Deputy General Manager Ambrose reported.

#### 2. ADOPT A MOTION APPROVING THE SUCCESSION PLAN

It was moved by President Halsne, seconded by Vice President Pyka, to adopt a motion approving the succession plan.

Motion carried by the following vote:

AYES: Directors Ruddell, Maggi, Vice President Pyka, and President  
Halsne  
NOES: None  
ABSENT: Director Danley  
ABSTAIN: None

## **E. VIOLENCE AND HARASSMENT POLICY**

### **1. RECEIVE REPORT FROM STAFF**

General Manager Corona reported.

### **2. PROVIDE DIRECTION, AS NECESSARY**

President Halsne suggested that our human resources consultant review the policy prior to approval by the Board. Item 5E will be brought back to the Board for approval at the August meeting.

## **6. REPORTS**

### **R-1. GENERAL MANAGER**

General Manager Corona reported on the following items:

- BACWA Nutrient Watershed Permit
- Consolidation Feasibility Study

### **R-2. DEPUTY GENERAL MANAGER**

Deputy General Manager Ambrose reported on the following items:

- Moorhen Marsh Interpretive Center Shed
- Moorhen Marsh Turtle Workshop

### **R-3. DISTRICT ENGINEER**

None

R-4. CFO/ADMINISTRATIVE SERVICES MANAGER

None

R-5. WASTEWATER OPERATIONS MANAGER

None

R-6. DISTRICT LEGAL COUNSEL

District Legal Counsel Adams provided an update on 888 Howe Road

R-7. BOARD SECRETARY

Board Secretary Seregin reported on the following items:

- Election filing deadline
- Updating Vacation Schedules
- CASA Conference Room Reservation Availability

R-8. DIRECTORS

R 8.01 PRESIDENT JULIA HALSNE

President Halsne advised the Board that she would be attending the CASA Annual conference in Monterey, CA.

R 8.02 DIRECTOR BRIAN A. DANLEY

Absent

R 8.03 DIRECTOR DAVID P. MAGGI

None

R 8.04 DIRECTOR GREGORY T. PYKA

None

R 8.05 DIRECTOR JARED RUDELL

None

7. COMMUNICATIONS



- A. BMO MONTHLY STATEMENT
- B. LAIF QUARTERLY STATEMENT
- C. UPCOMING AGENDA ITEMS AND SCHEDULE OF EVENTS

8. FUTURE BOARD ITEMS

- A. REQUESTS AND DIRECTIVES FOR FUTURE MEETINGS

None

9. ADJOURN TO A MEETING OF THE BOARD OF DIRECTORS OF THE DOROTHY M. SAKAZAKI ENVIRONMENTAL ENDOWMENT FUND NONPROFIT PUBLIC BENEFIT CORPORATION (SEE SEPARATE AGENDA)

The Board adjourned to a meeting of the Board of Directors of the Dorothy M. Sakazaki Environmental Endowment Fund at 4:02 p.m.

10. RECONVENE THE REGULAR MT. VIEW SANITARY DISTRICT BOARD MEETING

The Board reconvened the regular Mt. View Sanitary District Board Meeting at 4:07 p.m.

11. CLOSED SESSION

No closed session was convened.

12. ADJOURNMENT

- A. THE NEXT SCHEDULED BOARD MEETING IS A REGULAR BOARD MEETING ON THURSDAY, AUGUST 8, 2024, At 3:30 P.M.

President Halsne adjourned the meeting at 4:07 p.m. The next scheduled Board meeting is a regular board meeting on Thursday, August 8, 2024, at 3:30 p.m.

  
Stephanie L. Seregin, Board Secretary