



**MT. VIEW SANITARY DISTRICT
BOARD OF DIRECTORS
REGULAR BOARD MEETING
AGENDA**

April 14, 2022 06:30 PM Pacific Time (US and Canada)

Due to the ongoing health crisis, the Mt. View Sanitary District will hold its Board and Committee Meetings online until further notice.

**You may attend this virtual meeting via a Zoom meeting by calling
(253) 215-8782 or (929) 205-6099**

You may register in advance for this meeting:

<https://us02web.zoom.us/meeting/register/tZMof--qpz0jE9cJFPVFAafnBG5-4KqGmwMi>

After registering, you will receive a confirmation email containing information about joining the meeting.

NOTICE: Members of the public may address the Board of Directors on any item of interest that is within the subject matter jurisdiction of the Board. Individuals who wish to speak should furnish their name and address to the secretary and the agenda item number. Individuals will be heard during the Board's consideration of the item. If the item is not listed on the agenda, the individual should describe the subject matter to the secretary, and it will be called under agenda item "Public Comment." Time limit is three (3) minutes subject to reasonable modification by the Chairman. If you have a physical impairment that requires special accommodations to participate, please call the Board Secretary's office at least 24 hours in advance of the meeting at 925-228-5635.

Any writings or documents provided to the majority of the Board of Directors after distribution of the agenda packet regarding any item on the Agenda will be made available for public inspection in the Mt. View Sanitary District Office at 3800 Arthur Road during normal business hours.

1. ROLL CALL OF DIRECTORS

7. NEW BUSINESS

A. VIRTUAL MEETINGS

1. REPORT FROM STAFF

2. CONSIDER ADOPTION OF RESOLUTION NO. ____-2022 AUTHORIZING THE DISTRICT TO CONTINUE TO CONDUCT VIRTUAL BOARD AND COMMITTEE MEETINGS

2. PUBLIC COMMENT

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

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

5. CONSENT CALENDAR
Consent Calendar items are typically routine in nature and are considered for approval by the Board of Directors with one single motion. Members of the Board, Audience, or Staff wishing an item removed from the Consent Calendar for purpose of public comment, question or input may request so through the Board President
 - A. [RECEIVE THE MINUTES FROM THE FEBRUARY 23, 2022 PLANNING COMMITTEE](#)
 - B. [RECEIVE THE MINUTES FROM THE FEBRUARY 24, 2022 PERSONNEL COMMITTEE](#)
 - C. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 59271 THROUGH 59307 DATED FEBRUARY 22, 2022](#) (See purchase journal following this item in packet for details.)
 - D. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 59308 THROUGH 59383 DATED MARCH 8, 2022](#) (See purchase journal following this item in packet for details.)
 - E. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 59384 THROUGH 59414 DATED MARCH 22, 2022](#) (See purchase journal following this item in packet for details.)
 - F. [RATIFY APPROVAL OF GENERAL FUND 3410 CHECK NUMBER 670 DATED FEBRUARY 22, 2022](#) (See purchase journal following this item in packet for details.)
 - G. [RATIFY APPROVAL OF GENERAL FUND 3410 CHECK NUMBER 671 DATED MARCH 8, 2022](#) (See purchase journal following this item in packet for details.)
 - H. [RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 3068 THROUGH 3070 DATED FEBRUARY 22, 2022](#) (See purchase journal following this item in packet for details.)
 - I. [RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 3071 THROUGH 3072 DATED MARCH 8, 2022](#) (See purchase journal following this item in packet for details.)

- J. RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 3073 THROUGH 3074 DATED MARCH 22, 2022 (See purchase journal following this item in packet for details.)

6. PUBLIC HEARING

A. BOARD MEMBER COMPENSATION

1. REPORT FROM STAFF
2. CONDUCT PUBLIC HEARING
 - a. OPEN PUBLIC HEARING
 - b. RECEIVE PUBLIC TESTIMONY
 - c. CLOSE PUBLIC HEARING
3. CONSIDER ADOPTION OF ORDINANCE NO. 2022-135 ADOPTING GENERAL REGULATION NO. 135 INCREASING THE COMPENSATION TO BE PAID MEMBERS OF THE BOARD OF DIRECTORS FOR A DAY'S SERVICES AS A DIRECTOR FROM \$243.00 TO NOT GREATER THAN \$255.00 FOR EACH DAY'S SERVICE NOT EXCEEDING A TOTAL OF SIX (6) DAYS IN ANY CALENDAR MONTH TO BE EFFECTIVE JULY 1, 2022.

7. NEW BUSINESS

B. POLICIES: ACCOUNTS RECEIVABLE WRITE-OFF POLICY, COMPENSATION & EXPENSE REIMBURSEMENT, DISTRICT BUSINESS EXPENSE REIMBURSEMENT, FINANCIAL RESERVES, AND RECORDS RETENTION POLICY

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION APPROVING REVISIONS TO POLICIES AND PROCEDURES:
 - a. 2110 – COMPENSATION & EXPENSE REIMBURSEMENT (01/10/2002)
 - b. 2105 – DISTRICT BUSINESS EXPENSE REIMBURSEMENT (12/14/2006)
 - c. 3125 – FINANCIAL RESERVES (10/10/2013)
 - d. 3310 – RECORDS RETENTION (10/10/2013)
3. CONSIDER ADOPTION OF A MOTION ADOPTING A NEW POLICY AND PROCEDURE:
 - a. 4200 – ACCOUNTS RECEIVABLE WRITE-OFF

C. COST OF LIVING ADJUSTMENT & DISTRICT INFLATION INDEX

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION APPROVING A 4.264% COST OF LIVING ADJUSTMENT TO ALL DISTRICT POSITIONS AND;
3. PROVIDE DIRECTION TO REVISE THE DISTRICT POLICY AND PROCEDURE 2305 – SALARY & WAGE SCHEDULES AND PRESENT TO THE BOARD FOR APPROVAL AT THE JUNE 9, 2022, REGULAR BOARD MEETING.

D. AWARD OF CONSTRUCTION CONTRACT FOR THE PIPELINE CLEANING & TELEVISIONING PHASE 2

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF RESOLUTION NO. _____ -2022, AWARDING CONTRACT 21-2 FOR THE PIPELINE CLEANING & TELEVISIONING PHASE 2 (PROJECT) TO NATIONAL PLANT SERVICES, INC. (NPSI) IN THE AMOUNT OF \$588,568.70, AND AUTHORIZING THE BOARD PRESIDENT TO EXECUTE THE CONTRACT

E. CONTRA COSTA LOCAL AGENCY FORMATION COMMISSION (LAFCO) REQUESTING VOTE FOR SPECIAL DISTRICT MEMBER REGULAR SEAT

1. REPORT FROM STAFF
2. DISCUSS AND CONSIDER THE LIST OF CANDIDATES TO FILL THE SPECIAL DISTRICT MEMBER REGULAR SEAT ON THE CONTRA COSTA LOCAL AGENCY FORMATION COMMISSION (LAFCO), AND BY CONSENSUS, DIRECT THE BALLOT TO BE COMPLETED, SIGNED, AND RETURNED TO LAFCO NO LATER THAN APRIL 15, 2022

F. RATIFICATION OF SUPPORT LETTER FOR A.B. 2247 PFAS DISCLOSURE AND SIGN ON TO PROPPER WIPES LABELING LETTER

1. REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION RATIFYING:

- a. A.B. 2247 PER- AND POLYFLUOROALKYL SUBSTANCES (PFAS) DISCLOSURE SUPPORT LETTER
- b. SIGNING ON TO PROPPER WIPES LABELING LETTER

G. BOARD RESOLUTION IN OPPOSITION TO INITIATIVE 21-0042A1

- 1. REPORT FROM STAFF
- 2. CONSIDER ADOPTION OF RESOLUTION ____-2022 IN OPPOSITION TO INITIATIVE 21-0042A1 AND PROVIDE DIRECTION TO SEND THE RESOLUTION TO THE CALIFORNIA SPECIAL DISTRICTS ASSOCIATION AT ADVOCACY@CSDA.NET

H. 100 YEAR CELEBRATION

- 1. REPORT FROM STAFF
- 2. PROVIDE DIRECTION

I. RESOLUTION OF ACCEPTANCE-ANNEXATION OF 2984 AND 2994 UPTON ROAD

- 1. REPORT FROM STAFF
- 2. CONSIDER ADOPTION OF RESOLUTION NO. ____-2022 ACCEPTING THE ANNEXATION

8. REPORTS

- R-1. DISTRICT MANAGER
- R-2. DISTRICT ENGINEER
- R-3. CFO/ADMINISTRATIVE SERVICES MANAGER
- R-4. ENVIRONMENTAL SERVICES MANAGER
- R-5. WASTEWATER OPERATIONS MANAGER
- R-6. DISTRICT LEGAL COUNSEL
- R-7. BOARD SECRETARY

R-8. DIRECTORS

- R 8.01 DIRECTOR BRIAN A. DANLEY
- R 8.02 DIRECTOR DAVID P. MAGGI
- R 8.03 DIRECTOR GREGORY T. PYKA
- R 8.04 DIRECTOR STANLEY R. CALDWELL
- R 8.05 DIRECTOR MELODY LABELLA

9. COMMUNICATIONS

- A. [BANK OF THE WEST MONTHLY STATEMENT](#)
- B. [LAIF MONTHLY STATEMENT](#)

10. FUTURE BOARD ITEMS

- A. [REQUESTS AND DIRECTIVES FOR FUTURE MEETINGS](#)

11. CLOSED SESSION

- A. PERSONNEL MATTERS – PUBLIC EMPLOYMENT – GOVERNMENT CODE SECTION 54957 - TITLE: DISTRICT MANAGER'S ANNUAL EVALUATION

12. ADJOURNMENT

- A. THE NEXT SCHEDULED BOARD MEETING IS REGULAR MEETING ON THURSDAY, MAY 12, 2022 AT 6:30 P.M. THE NEXT SCHEDULED MEETINGS ARE A FINANCE COMMITTEE MEETING ON APRIL 26, 2022 AT 10:00 A.M., A PLANNING COMMITTEE MEETING ON APRIL 27, 2022 AT 12:30 P.M.