



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

June 13, 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 June 13, 2024, at 3:30 p.m.

1. ROLL CALL OF DIRECTORS

PRESENT: Directors Jared D. Ruddell, Brian A. Danley, and Vice President Gregory T. Pyka
ABSENT: President Julia R. Halsne and Director David P. Maggi
Also Present: STAFF – General Manager Lilia M. Corona, Deputy General Manager Stacey Ambrose, District Engineer Chris D. Elliott, CFO/ Administrative Services Manager Denise D. Gray, Board Secretary Pro Tem Pamela L. Christopher, and District Legal Counsel J. Daniel Adams.
PUBLIC: CEO/Principal David Moore NAI Global Wireless

2. PUBLIC COMMENT

3. CONSENT CALENDAR

- A. APPROVE THE MINUTES OF THE MAY 9, 2024, REGULAR BOARD MEETING
- B. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 61956 THROUGH 61997 DATED MAY 14, 2024
- C. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 61998 THROUGH 62026 DATED MAY 23, 2024
- D. RATIFY APPROVAL OF GENERAL FUND 3410 CHECK NUMBER 714 DATED MAY 14, 2024
- E. RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBER 3224 THROUGH 3226 DATED MAY 14, 2024
- F. AFFIRMATION OF OFFICES OF DISTRICT LEGAL COUNSEL & BOARD SECRETARY

G. DESIGNATION OF DISTRICT TREASURER DUTIES

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

Motion carried by the following vote:

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

4. PUBLIC HEARING

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

1. RECEIVE REPORT FROM STAFF

2. CONDUCT PUBLIC HEARING

a. OPEN PUBLIC HEARING

Vice President Pyka opened the Public Hearing

b. RECEIVE PUBLIC COMMENT

There was no public testimony

c. CLOSE PUBLIC HEARING

Due to today's quorum, Vice President Pyka continued the Public Hearing to the July 11th, 2024 Regular Board Meeting.

5. NEW BUSINESS

A. FINALIZE THE SALE OF CELL TOWER LEASES AND EASEMENT TO WIRELESS PROPCO,LLC

1. RECEIVE REPORT FROM STAFF
2. CONSIDER ADOPTION OF RESOLUTION 1604 - 2024 AUTHORIZING THE BOARD PRESIDENT TO EXECUTE THE WIRELESS COMMUNICATION EASEMENT AND ASSIGNMENT AGREEMENT AND CLOSING DOCUMENTS WITH WIRELESS PROPCO, LLC FOR THE SALE OF AN EASEMENT AND THE CELL SITE LEASES ON THE MT. VIEW SANITARY DISTRICT PROPERTY AT 3800 ARTHUR ROAD., MARTINEZ, CA.

It was moved by Vice President Pyka, seconded by Director Ruddell, to adopt Resolution No. 1604-2024 authorizing the Board President to execute the wireless communication easement and assignment agreement and closing documents with Wireless Propco, LLC.

Motion carried by the following vote:

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

B. FY 2024-2025 LEGAL SERVICES TASK ORDER NO. 21 TO PROFESSIONAL LEGAL SERVICES AGREEMENT (AMENDED AGREEMENT 11-0002) WITH TURNER, HUGUET, ADAMS AND FARR

1. RECEIVE REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION APPROVING TASK ORDER NO. 21 TO THE AMENDED AGREEMENT FOR PROFESSIONAL LEGAL SERVICES (AGREEMENT NO. 11-0002) WITH TURNER, HUGUET, ADAMS AND FARR FOR DISTRICT LEGAL COUNSEL SERVICES, EFFECTIVE JULY 1, 2024, NOT-TO-EXCEED \$169,375.00 ROUTINE DISTRICT LEGAL COUNSEL SERVICES FOR FISCAL YEAR 2024-2025 AND AUTHORIZED THE BOARD PRESIDENT TO EXECUTE THE TASK ORDER.

It was moved by Director Danley, seconded by Vice President Pyka, to adopt Task Order No.21 to the amended agreement services (Agreement NO.

11-0002) with Turner Huguet, Adams and Farr for District Legal Counsel Services effective July 1, 2024.

Motion carried by the following vote:

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

C. FOURTH AMENDMENT TO GENERAL MANAGER EMPLOYMENT AGREEMENT

1. RECEIVE REPORT FROM STAFF

2. IN OPEN SESSION CONSIDER THE PROPOSED FOURTH AMENDMENT TO THE GENERAL MANAGER EMPLOYMENT AGREEMENT AND, IF ACCEPTABLE, CONSIDER ADOPTION OF A MOTION AUTHORIZING THE BOARD PRESIDENT TO EXECUTE THE AMENDMENT AND PRESENT IT TO THE GENERAL MANAGER FOR HER EXECUTION.

AND

3. PROVIDE DIRECTION TO REVISE THE DISTRICT POLICY AND PROCEDURE 2305 – SALARY & WAGE SCHEDULES.

OR

4. IN THE ALTERNATIVE, PROVIDE DIRECTION TO DISTRICT LEGAL COUNSEL.

It was moved by Vice President Pyka, seconded by Director Danley, to authorize the board president to execute the amendment and present it to the general manager for her execution and to revise the District Policy and Procedure 2305 - Salary & Wages Schedule.

Motion carried by the following vote:

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

D. COMPENSATION STUDY AND DISTRICT POLICY AND PROCEDURE 2305

1. RECEIVE REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION APPROVING THE SALARY INCREASES RECOMMENDED BY THE 2024 TOTAL COMPENSATION STUDY AND APPROVING THE REVISED DISTRICT POLICY AND PROCEDURE 2305 - SALARY AND WAGE SCHEDULE, EFFECTIVE JULY 1, 2024, IMPLEMENTING THOSE SALARY INCREASES.

It was moved by Director Danley, seconded by Director Ruddell, to adopt the salary increase and revise the District Policy and Procedure 2305 - Salary and Wages Schedule effective July 1, 2024. Vice President Pyka also suggested that the District inquire with other agencies about how often compensation studies are conducted and that the results be brought to the Personnel Committee and presented back to the board.

Motion carried by the following vote:

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

E. PROPOSED FISCAL YEAR 2024-2025 BUDGET FOR FUNDS 3409, 3410, 3412 AND 3415

1. RECEIVE REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION TO APPROVE THE FISCAL YEAR 2024-2025 PROPOSED ANNUAL BUDGET FOR FUNDS 3409, 3410 3412, AND 3415.

OR ALTERNATELY:

3. PROVIDE DIRECTION TO THE GENERAL MANAGER TO PROVIDE A REVISED BUDGET FOR APPROVAL IN JULY.

It was moved by Director Danley, seconded by Director Ruddell, to adopt the Fiscal Year 2024-2025 Annual Budget for Funds 3409, 3410, 3412, and 3415.

Motion carried by the following vote:

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

F. AUTHORIZATION TO ADVERTISE THE PIPELINE CLEANING & TELEVISIONING PHASE 3 FOR BIDDING

1. RECEIVE REPORT FROM STAFF
2. CONSIDER ADOPTION OF A MOTION AUTHORIZING THE GENERAL MANAGER TO ADVERTISE THE PIPELINE CLEANING & TELEVISIONING PHASE 3 FOR BIDDING.

It was moved by Director Danley, seconded by Vice President Pyka, to adopt a motion authorizing the General Manager to Advertise the Pipeline Cleaning and Televisioning Phase 3 for bidding.

6. REPORTS

R-1. GENERAL MANAGER

General Manager Corona provided an update regarding the Municipal Service Review (MSR/Sphere of Influence (SOI)).

R-2. DEPUTY GENERAL MANAGER

Deputy General Manager Ambrose responded to a question from the board.

R-3. DISTRICT ENGINEER

District Engineer Elliott responded to the Board's question regarding the Heritage View project.

R-4. CFO/ADMINISTRATIVE SERVICES MANAGER

Her written report was referenced, and there were no questions.

R-5. WASTEWATER OPERATIONS MANAGER

General Manager Corona responded to the Board's question regarding the RotoPress replacement.

R-6. DISTRICT LEGAL COUNSEL

District Legal Counsel Adams reported that there was no response from Barry Thompson's attorney regarding the closed session item for tonight. He advised that item 9A should be removed from the agenda.

R-7. BOARD SECRETARY

None

R-8. DIRECTORS

R 8.01 PRESIDENT JULIA HALSNE

Excused

R 8.02 DIRECTOR BRIAN A. DANLEY

Director Danley is planning to attend the July 8th CCSDA/ACSDA Joint Meeting. He also said that he will not be in attendance for the September 12, 2024, Regular Board Meeting.

DIRECTOR DAVID P. MAGGI

Excused

R 8.03 DIRECTOR GREGORY T. PYKA

None

R 8.04 DIRECTOR JARED RUDDALL

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

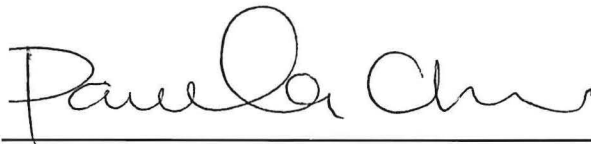
9. CLOSED SESSION

None

10. ADJOURNMENT

A. THE NEXT SCHEDULED BOARD MEETING IS A REGULAR BOARD MEETING ON THURSDAY, JULY 11, 2024, AT 3:30 P.M.

Vice President Pyka adjourned the meeting at 4:32 p.m. The next scheduled Board meeting is a regular board meeting on Thursday, July 11, 2024, at 3:30 p.m.

A handwritten signature in cursive script, reading "Pamela L. Christopher", written in black ink. The signature is positioned above a solid horizontal line.

Pamela L. Christopher, Board Secretary