

MINUTES OF THE REGULAR MEETING
OF THE DISTRICT BOARD
MT. VIEW SANITARY DISTRICT
FEBRUARY 9, 2023

The District Board of the Mt. View Sanitary District convened a regular session of the Mt. View Sanitary District Board of Directors in a virtual meeting online via Zoom at:

<https://us02web.zoom.us/meeting/register/tZlpdeGqjlpEtA0D7gKrXdGvG0634coMzBE>

on February 9, 2023, at 6:30 p.m.

1. ROLL CALL OF DIRECTORS

PRESENT: Directors Melody LaBella, Gregory T. Pyka, and President Brian A. Danley.

ABSENT: Director David P. Maggi

Also Present: STAFF –General Manager Lilia M. Corona, District Engineer Chris D. Elliott, Environmental Services Manager Stacey Ambrose, Board Secretary Stephanie L. Seregin, and District Legal Counsel J. Daniel Adams

PUBLIC: Tommy Pavletic with Municipal Financial Services

2. PUBLIC COMMENT

None

3. CONSENT CALENDAR

A. APPROVE THE MINUTES OF THE JANUARY 12, 2023, REGULAR BOARD MEETING

B. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 60362 THROUGH 60417 DATED JANUARY 10, 2023

C. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 60418 THROUGH 60461 DATED JANUARY 24, 2023

D. RATIFY APPROVAL OF GENERAL FUND 3410 CHECK NUMBERS 687 THROUGH 688 DATED JANUARY 10, 2023

E. RATIFY APPROVAL OF GENERAL FUND 3410 CHECK NUMBERS 689 THROUGH 690 DATED JANUARY 24, 2023

F. RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 3129 THROUGH 3132 DATED JANUARY 10, 2023)

G. RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 3133 THROUGH 3136 DATED JANUARY 24, 2023

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

Motion carried by the following vote:

AYES:	Directors LaBella, Pyka, and President Danley
NOES:	None
ABSENT:	Director Maggi
ABSTAIN:	None

4. NEW BUSINESS

A. ACCEPT THE FINAL 2023 SEWER SERVICE CHARGES STUDY, CALL FOR PUBLIC HEARING, AND APPROVE NOTICE OF INTENT TO ADOPT SCHEDULE OF FEES AND CHARGES FOR FISCAL YEARS 2023-2024 THROUGH 2027-2028

1. REPORT FROM STAFF

General Manager Corona reported.

2. CONSIDER ADOPTION OF A MOTION ACCEPTING THE FINAL 2023 SEWER SERVICE CHARGES STUDY

It was moved by Director Pyka, seconded by Director LaBella, to adopt a motion accepting the Final 2023 Sewer Service Charges Study.

Motion carried by the following vote:

AYES:	Directors LaBella, Pyka, and President Danley
NOES:	None
ABSENT:	Director Maggi
ABSTAIN:	None

3. CONSIDER ADOPTION OF RESOLUTION 1580-2023 CALLING FOR A PUBLIC HEARING TO BE HELD APRIL 13, 2023, AND PROVIDING NOTICE

OF INTENT TO ADOPT A SCHEDULE OF DISTRICT FEES AND CHARGES FOR THE FISCAL YEARS 2023-2024 THROUGH 2027-2028; AND DIRECTING THE SECRETARY TO MAIL WRITTEN NOTICE AS REQUIRED BY PROPOSITION 218

It was moved by Director Pyka, seconded by Director LaBella, to adopt Resolution 1580-2023 calling for a public hearing to be held on April 13, 2023, and providing notice of intent to adopt a schedule of District fees and charges for the fiscal years 2023-2024 through 2027-2028; and directing the secretary to mail written notice as required by Proposition 218.

Motion carried by the following vote:

AYES: Directors LaBella, Pyka, and President Danley
NOES: None
ABSENT: Director Maggi
ABSTAIN: None

B. VIRTUAL MEETINGS

1. REPORT FROM STAFF

District Legal Counsel Adams reported.

2. CONSIDER ADOPTION OF RESOLUTION 1581-2023 AUTHORIZING THE DISTRICT TO CONTINUE TO CONDUCT VIRTUAL BOARD AND COMMITTEE MEETINGS THROUGH FEBRUARY 28, 2023

It was moved by Director LaBella, seconded by Director Pyka, to adopt Resolution 1581-2023 Authorizing the District to continue to conduct virtual Board and Committee Meetings through February 28, 2023.

Motion carried by the following vote:

AYES: Directors LaBella, Pyka, and President Danley
NOES: None
ABSENT: Director Maggi
ABSTAIN: None

C. INTER-FUND TRANSFER FROM FUND 3415 TO FUND 3412 IN THE AMOUNT OF \$780,727

1. REPORT FROM STAFF

General Manager Corona reported.

2. CONSIDER ADOPTION OF RESOLUTION NO. 1582-2023, AUTHORIZING THE TRANSFER FROM FUND 3415 TO FUND 3412 IN THE AMOUNT OF \$780,727.

It was moved by Director Pyka, seconded by Director LaBella, to adopt Resolution No. 1582-2023, authorizing the transfer from Fund 3415 to Fund 3412 in the amount of \$780,727.

Motion carried by the following vote:

AYES:	Directors LaBella, Pyka, and President Danley
NOES:	None
ABSENT:	Director Maggi
ABSTAIN:	None

D. ANNUAL REVIEW OF BOARD MEMBER COMPENSATION AND BENEFITS

1. REPORT FROM STAFF

General Manager Corona reported.

2. REVIEW AND DETERMINE THE FOLLOWING:

a) WHETHER THE DISTRICT'S CURRENT BOARD MEMBER COMPENSATION FOR EACH DAY'S ATTENDANCE AT MEETINGS AND/OR SERVICES RENDERED, BOARD MEMBER HEALTH CARE INSURANCE COSTS AND BENEFITS, BOARD MEMBER PENSION/DEFERRED COMPENSATION BENEFITS, AND BOARD MEMBER EXPENSE REIMBURSEMENTS ARE REASONABLE, IN LINE WITH THOSE OF OTHER SPECIAL DISTRICTS, AND WHETHER ANY CHANGES SHOULD BE MADE; AND,

b) WHETHER THE DISTRICT'S CURRENT POLICY ON BOARD MEMBER PARTICIPATION ON "OTHER" BOARDS REQUIRES ANY CHANGE

3. PROVIDE DIRECTION AS NECESSARY OR, IN THE ALTERNATIVE, ADOPT A MOTION DECLARING THAT THE BOARD HAS CONDUCTED ITS ANNUAL REVIEW AND DETERMINED THAT THE CURRENT BOARD MEMBER COMPENSATION FOR EACH DAY'S ATTENDANCE AT MEETINGS AND/OR SERVICES RENDERED IS REASONABLE.

It was moved by Director Pyka, seconded by Director LaBella, to direct the General Manager to call for a public hearing to consider an increase to Board Member compensation by an amount not to exceed 5%.

Motion carried by the following vote:

AYES: Directors LaBella, Pyka, and President Danley
NOES: None
ABSENT: Director Maggi
ABSTAIN: None

4. PROVIDE DIRECTION AS NECESSARY OR, IN THE ALTERNATIVE, ADOPT A MOTION DECLARING THAT THE BOARD HAS CONDUCTED ITS ANNUAL REVIEW AND DETERMINED THAT THE CURRENT BOARD MEMBER HEALTH CARE INSURANCE COSTS AND BENEFITS ARE REASONABLE.

It was moved by President Danley, seconded by Director LaBella, to adopt a motion declaring that the Board has conducted its annual review and determined that the current Board Member health care insurance costs and benefits are reasonable.

Motion carried by the following vote:

AYES: Directors LaBella, Pyka, and President Danley
NOES: None
ABSENT: Director Maggi
ABSTAIN: None

5. PROVIDE DIRECTION AS NECESSARY OR, IN THE ALTERNATIVE, ADOPT A MOTION DECLARING THAT THE BOARD HAS CONDUCTED ITS ANNUAL REVIEW AND DETERMINED THAT THE CURRENT BOARD MEMBER PENSION/DEFERRED COMPENSATION BENEFITS ARE REASONABLE.

It was moved by Director Pyka, seconded by Director LaBella, to adopt a motion declaring that the Board has conducted its annual review and determined that the current Board Member Pension/Deferred Compensation Benefits are reasonable.

Motion carried by the following vote:

AYES: Directors LaBella, Pyka, and President Danley
NOES: None

ABSENT: Director Maggi
ABSTAIN: None

6. PROVIDE DIRECTION AS NECESSARY OR, IN THE ALTERNATIVE, ADOPT A MOTION DECLARING THAT THE BOARD HAS CONDUCTED ITS ANNUAL REVIEW AND DETERMINED THAT THE CURRENT BOARD MEMBER EXPENSE REIMBURSEMENT STANDARDS ARE REASONABLE.

It was moved by President Danley, seconded by Director LaBella, to adopt a motion declaring that the Board has conducted its annual review and determined that the current Board Member Expense Reimbursement Standards are Reasonable.

Motion carried by the following vote:

AYES: Directors LaBella, Pyka, and President Danley
NOES: None
ABSENT: Director Maggi
ABSTAIN: None

7. PROVIDE DIRECTION AS NECESSARY OR, IN THE ALTERNATIVE, ADOPT A MOTION CONTINUING THE DISTRICT'S CURRENT POLICY ON BOARD MEMBER PARTICIPATION ON "OTHER" BOARDS.

It was moved by Director Pyka, seconded by Director LaBella, to adopt a motion continuing the District's current policy on Board Member Participation on "Other" Boards.

Motion carried by the following vote:

AYES: Directors LaBella, Pyka, and President Danley
NOES: None
ABSENT: Director Maggi
ABSTAIN: None

8. DETERMINE IF THE BOARD WANTS TO INCREASE BOARD MEMBER COMPENSATION OR BENEFITS, AND IF SO, PROVIDE DIRECTION TO CALL FOR A PUBLIC HEARING ON THE MATTER.

By consensus, the Board directed the General Manager to call for a public hearing to consider an increase to Board Member compensation by an amount not to exceed 5%.

E. SELECTION OF GENERAL MANAGER'S EVALUATION REVIEW INSTRUMENT

(ADDITIONAL ATTACHMENT)

1. REPORT FROM STAFF

General Manager Corona reported.

2. CONSIDER ADOPTION OF A MOTION ACCEPTING THE GENERAL MANAGER'S RECOMMENDATION TO CONDUCT THE MANAGER'S ANNUAL EVALUATION DURING THE REGULAR BOARD MEETING ON APRIL 13, 2023, AGREEING TO THE USE OF THE ATTACHED GENERAL MANAGER'S EVALUATION FORM AS THE METHOD OF EVALUATION AND ADOPTING THE EVALUATION PROCESS DESCRIBED ON THE ATTACHED DOCUMENT ENTITLED "**PROPOSED APRIL 2023 GENERAL MANAGER'S EVALUATION PROCEDURE**".

It was moved by Director LaBella, seconded by Director Pyka, to adopt a motion accepting the General Manager's recommendation to conduct the Manager's Annual Evaluation according to the Proposed April 2023 General Manager's Evaluation Process, in closed session, during the regular Board Meeting on April 13, 2023. The Board determined to leave the choice of the Evaluation Review Instrument to a subsequent Board Meeting.

Motion carried by the following vote:

AYES:	Directors LaBella, Pyka, and President Danley
NOES:	None
ABSENT:	Director Maggi
ABSTAIN:	None

F. DESIGNATION OF LABOR NEGOTIATOR(S)

1. REPORT FROM STAFF

General Manager Corona reported.

2. APPOINT ONE OR MORE MEMBERS OF THE BOARD OF DIRECTORS AS ITS NEGOTIATOR(S) FOR THE PURPOSE OF NEGOTIATIONS WITH THE GENERAL MANAGER REGARDING COMPENSATION. THE BOARD MAY DESIGNATE UP TO ALL MEMBERS OF THE BOARD AS NEGOTIATORS

It was moved by Director LaBella, seconded by Director Pyka, to appoint President Danley and Director Pyka as its negotiators for the purpose of negotiations with the General Manager regarding compensation.

Motion carried by the following vote:

AYES:	Directors LaBella, Pyka, and President Danley
NOES:	None
ABSENT:	Director Maggi
ABSTAIN:	None

G. COLLECTION OF UNPOSTED SEWER SERVICE CHARGES FOR FISCAL YEARS 2019-20, 2020-21, AND/OR 2021-22

1. REPORT FROM STAFF

District Engineer Elliott reported.

2. CONSIDER ADOPTION OF RESOLUTION NO. 1583-2023 APPROVING AND AUTHORIZING COLLECTION OF SEWER SERVICE CHARGES FOR FISCAL YEARS 2019-20, 2020-21, AND/OR 2021-22 FOR THE PARCELS AS LISTED BELOW ON THE COUNTY TAX ROLL FOR TAX YEAR 2023-24:

- APN 376-120-012-2
- APN 376-252-001-7
- APN 162-341-023-8
- APN 375-022-007-5
- APN 375-242-008-7
- APN 376-160-009-1
- APN 377-030-001-4
- APN 377-030-004-8
- APN 380-194-011-9
- APN 377-050-069-6
- APN 375-221-021-5
- APN 375-284-008-6
- APN 375-311-028-1
- APN 159-180-015-4
- APN 380-132-021-3
- APN 161-050-001-7
- APN 375-301-024-2
- APN 161-291-024-8
- APN 161-222-007-7
- APN 375-023-005-8

- APN 375-231-006-4
- APN 377-030-026-1
- APN 380-193-029-2
- APN 377-280-041-7
- APN 376-041-004-7
- APN 378-080-002-9
- APN 159-210-012-5

It was moved by Director Pyka, seconded by Director LaBella, to adopt Resolution No. 1583-2023 approving and authorizing the collection of sewer service charges for Fiscal Years 2019-20, 2020-21, and/or 2021-22 for the parcels as listed above, on the County Tax Roll for tax year 2023-24.

Motion carried by the following vote:

AYES:	Directors LaBella, Pyka, and President Danley
NOES:	None
ABSENT:	Director Maggi
ABSTAIN:	None

H. RESOLUTION NO. 1584-2023 RECOGNIZING DIRECTOR STANLEY R. CALDWELL FOR TWENTY-NINE YEARS OF SERVICE TO MT. VIEW SANITARY DISTRICT

1. REPORT FROM STAFF

General Manager Corona reported.

2. CONSIDER ADOPTION OF RESOLUTION NO. 1584-2023 RECOGNIZING DIRECTOR STANLEY R. CALDWELL FOR TWENTY-NINE YEARS OF SERVICE TO MT. VIEW SANITARY DISTRICT

It was moved by Director Pyka, seconded by Director LaBella, to adopt Resolution No. 1584-2023, Recognizing Director Stanley R. Caldwell for twenty-nine years of service to Mt. View Sanitary District.

Motion carried by the following vote:

AYES:	Directors LaBella, Pyka, and President Danley
NOES:	None
ABSENT:	Director Maggi
ABSTAIN:	None

5. REPORTS

R-1. GENERAL MANAGER

General Manager Corona provided an update on the Wastewater Operations Manager/CPO recruitment.

R-2. DISTRICT ENGINEER

District Engineer Elliott responded to questions from the Board regarding the Pipeline Cleaning & Televising 2 project.

R-3. CFO/ADMINISTRATIVE SERVICES MANAGER

Her written report was referenced, and General Manager Corona responded to questions from the Board regarding filling the Board vacancy.

R-4. ENVIRONMENTAL SERVICES MANAGER

Environmental Services Manager Ambrose responded to the Boards questions regarding the vandalism problem on the plant road.

R-5. WASTEWATER OPERATIONS SUPERVISOR'S

General Manager Corona responded to inquiries about SSO reporting.

R-6. DISTRICT LEGAL COUNSEL

District Legal Counsel Adams provided the Board with an update on the Pico Neighborhood Association et. al. v. the City of Santa Monica case and new virtual meeting guidelines.

R-7. BOARD SECRETARY

None

R-8. DIRECTORS

R 8.01 DIRECTOR BRIAN A. DANLEY

Director Danley reported on the following:

- Attendance at the CASA Conference
- Per- and polyfluoroalkyl substances (PFAS) & Biosolids

R 8.02 DIRECTOR DAVID P. MAGGI
Excused

R 8.03 DIRECTOR GREGORY T. PYKA

Director Pyka reported he could no longer attend the March 11th Strategic Planning Workshop. General Manager Corona advised the Board that Secretary Seregin would poll the Board for alternate meeting dates.

R 8.04 DIRECTOR MELODY LABELLA

Director LaBella echoed President Danley's PFAS & biosolids concerns.

6. COMMUNICATIONS

- A. CSDA'S ARTICLE – "IN MEMORY OF STAN CALDWELL"
- B. LAIF MONTHLY STATEMENT
- C. LAIF QUARTERLY STATEMENT

7. FUTURE BOARD ITEMS

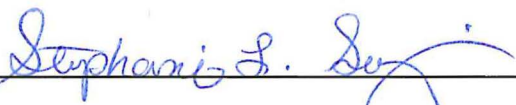
- A. REQUESTS AND DIRECTIVES FOR FUTURE MEETINGS

President Danley would like clarification on LAFCO's abilities.

8. ADJOURNMENT

- A. THE NEXT SCHEDULED BOARD MEETING IS A REGULAR MEETING ON THURSDAY, MARCH 9, 2023, AT 6:30 P.M.

President Danley adjourned the meeting in memory of deceased former Director Stanley R. Caldwell at 8:07 p.m. The next scheduled Board meeting is a regular board meeting on Thursday, March 9, 2023, at 6:30 p.m.



Stephanie L. Seregin, Board Secretary