

**SELMA-KINGSBURG-FOWLER
COUNTY SANITATION DISTRICT**

REGULAR MEETING OF BOARD OF DIRECTORS

DECEMBER 8, 2022

4:00 P.M.

11301 E. Conejo Avenue, Kingsburg, CA 93631

THE BOARD OF DIRECTORS HAS RESUMED MEETINGS IN PERSON. PER PROVISIONS OF EXECUTIVE ORDERS N-25-20 AND N-29-20 ISSUED BY THE GOVERNOR'S OFFICE, THE MEETING WILL ALSO BE AVAILABLE REMOTELY FOR MEMBERS OF THE PUBLIC.

This meeting will be available for public viewing and participation through Zoom.

Weblink:

<https://us06web.zoom.us/j/81780674699?pwd=MWw3TitsNWJ3d09SNE5KQmtKaFVzUT09>

Telephone Number 1-669-900-6833

Meeting ID 817 8067 4699

Passcode 077495

Public comment will be accepted in person, via Zoom and by email at akirk@skfcsd.org

1. CALL TO ORDER AND ROLL CALL

DIRECTORS

Nathan Magsig

Sarah Guerra

Daniel Parra

Buddy Mendes, Vice Chair

Michelle Roman, Chairwoman

STAFF and CONSULTANTS

Veronica Cazares, Interim General Manager/ Secretary

Alicia Kirk, Executive Assistant to the G.M.

Tricia Miller, Administrative Services/HR Manager

Hilda Cantú Montoy, General Counsel

Craig Perry, Operations Supervisor

David Bacon, Information Systems Analyst

2. APPROVAL OF AGENDA

Additions, deletions, substitutions, and adoption of agenda

3. PUBLIC FORUM

At this time, any member of the public may address the Board regarding any item not on the agenda, over which the Board has jurisdiction. No action or discussion will be taken on any item not on the agenda, except to briefly respond to statements or questions by the public. Members of the public shall limit their remarks to three minutes.

4. CONSENT CALENDAR

Items placed on the consent calendar are considered routine in nature. They may be approved by one motion, second and majority vote. Any Board member or member of the public may request removal of any item from the consent calendar for independent consideration.

- A. Minutes of October 13, 2022, Regular Board Meeting *(p.1)*
- B. Minutes of October 28, 2022, Special Board Meeting *(p.4)*
- C. Warrant List Reports of, October 12, 2022, October 26, 2022, November 9, 2022, November 11, 2022 *(p. 6)*
- D. Cash Activity Report of, October 31, 2022, November 30, 2022 *(p.10)*
- E. The Board will consider adoption of Resolution No. 2022-23 Reauthorizing Remote Teleconference Public Meetings by the Board of Directors and subsidiary standing committees in Accordance with Assembly Bill 361. *(p.14)*
- F. The Board will consider adopting Resolution No. 2022-24, A Resolution Adopting the Amended Section 125 Premium Only Plan for Calendar Year 2023. *(p.18) Staff Report Prepared By: Tricia Miller, Administration Services/HR Manager.*

5. NEW BUSINESS

SUBJECT:

ENGIE Year Three Update Report on the Solar and the Project and Savings *(p.21)*
Staff Report Prepared By: Veronica Cazares, Interim General Manager

RECOMMENDATION:

Receive the Report, discuss, and provide direction, if any, to Staff.

6. BOARD MEMBER COMMUNICATION/AGENDA ITEMS

- A. Board members may suggest future agenda items or may give reports.

7. GENERAL MANAGER REPORTS

- A. 2023 CASA Winter Conference - January 25-27 at Hilton Palm Springs. Directors must notify Alicia Kirk, Executive Assistant to the General Manager, by December 15, 2022, of their intention to attend so reservations can be made.

8. ADJOURNMENT

Motion to Adjourn

Next Regular Meeting: Thursday January 12, 2023, at 4:00 p.m.

Next Ordinance: 2023-01

Next Resolution: 2023-01

NOTICE OF AVAILABILITY OF AGENDA MATERIALS: Any writings or documents provided to a majority of the Board of Directors regarding any item on this agenda will be made available for public inspection at the District Office located at 11301 E. Conejo Ave., Kingsburg, CA 93631 during normal business hours of 8:00 a.m. – 4:30 p.m., Mondays through Fridays. Such writings or documents will also be made available on the District website at www.skfcsd.org.

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate in this meeting, please contact [Alicia Kirk](#) at (559) 897-6500 ext. 213. Notification of at least 48 hours prior to the meeting will enable staff to make reasonable arrangements to ensure accessibility to the meeting.

**SELMA-KINGSBURG-FOWLER
COUNTY SANITATION DISTRICT**

**MINUTES OF THE REGULAR BOARD MEETING OF DIRECTORS
OCTOBER 13, 2022**

CALL TO ORDER AND ROLL CALL

The Board Meeting of the Selma-Kingsburg-Fowler County Sanitation District was called to order at 4:01 p.m. by Chairwoman Roman.

DIRECTORS

Nathan Magsig(P)
Sarah Guerra(P)
Daniel Parra(P)
Buddy Mendes, Vice Chair(A)
Michelle Roman, Chairwoman(P)

STAFF and CONSULTANTS

Veronica Cazares, Interim General Manager
Alicia Kirk, Executive Assistant to the G.M.
Hilda Cantú Montoy, General Counsel
Craig Perry, Operations
David Bacon, Information Systems Analyst

APPROVAL OF AGENDA

There being no comment from the public, a motion to approve the agenda of the Regular Board meeting of October 13, 2022, was made by Director Parra and seconded by Director Magsig and approved by the following vote:

AYE: Directors Guerra, Magsig, Parra, Chairwoman Roman

NO:

ABSENT: Vice Chair Mendes

ABSTAIN:

PUBLIC FORUM

None

CONSENT CALENDAR

Items placed on the consent calendar are considered routine in nature. They may be approved by one motion, second and majority vote. Any Board member or member of the public may request removal of any item from the consent calendar for independent consideration.

- A. Minutes of Special Board Meeting of September 14, 2022 (p.1)
- B. Warrant List Reports of, September 14, 2022, September 28, 2022 (p.6)
- C. Cash Activity Report of, September 30, 2022 (p.9)

D. The Board will consider adoption of Resolution No. 2022-22 Reauthorizing Remote Teleconference Public Meetings by the Board of Directors and subsidiary standing committees in Accordance with Assembly Bill 361. *(p.10)*

There being no comment from the public, a motion to approve the consent calendar was made by Director Guerra seconded by Director Parra, and approved by the following vote:

AYE: Directors Magsig, Guerra, Parra, Chairwoman Roman

NO:

ABSENT: Vice Chair Mendes

ABSTAIN:

UNFINISHED BUSINESS

None

NEW BUSINESS

A. Subject: General Manager Recruitment Update *(p.14)*

Recommendation:
Informational Report and for Direction.

At this time General Counsel Montoy updated the Board on the recruitment process. The original person handling the account, no longer works at CPSHR. General Counsel Montoy diligently reached out to CPSHR informing them that there had been no communication and that our Board was looking for answers. CPSHR has designated a new person to handle the account, and they were introduced via Zoom to the Board and Staff during the Board Meeting. The brochure is to be under way and CPSHR plans to have it complete before the Holidays.

B. Subject: Board Ad Hoc Committee on Employee Retention *(p.18)*

Recommendation:
Informational Report.

On October 4, 2022, Chairwoman Roman met with two SKF Operators, the Interim GM, and the GM's Executive Assistant to get feedback from the Operations Department on such items as motivation to stay at current position, competitive pay, responsibilities, and comparisons to Fresno WWTP. It was said that the current update to the SKF website has been successful tool in helping the public understand what we do.

BOARD MEMBER COMMUNICATION/AGENDA ITEMS

Chairwoman Roman let Board and Staff know that she would not be seeking re-election, and that come January 1, 2023, SKF will have a new Board member joining to represent Kingsburg.

INTERIM GENERAL MANAGER REPORTS

- A. Withdrawal of grievance arbitration of International Union of Operating Engineers Stationary Local 39.

This is an informational item for the Board.

- B. Update on the 18th Street Pump Station Project.

Site is energized and mobilization to commence. Beginning on October 17, 2022, the project is said to reach completion in 100 days from then.

- C. The District participated in the Fowler Fall Festival on October 8, 2022.

SKF staff ran an informational booth at the Fowler Fall Festival. Free items and informational pamphlets were given to the community. The Vac Con also participated in the parade.

ADJOURNMENT

There being no further business to come before the Board, Chairwoman Roman declared the meeting adjourned on a motion made by Director Parra and seconded by Director Magsig and approved by a unanimous voice vote at 4:15 pm.

Respectfully submitted,

Approved,

Veronica Cazares Interim General Manager/
Secretary of the Board

Michelle Roman
Chairwoman of the Board

**SELMA-KINGSBURG-FOWLER
COUNTY SANITATION DISTRICT**

MINUTES OF SPECIAL BOARD MEETING

OCTOBER 28, 2022

CALL TO ORDER AND ROLL CALL

The Special Board Meeting of the Selma-Kingsburg-Fowler County Sanitation District was called to order at 1:05 p.m. by Chairwoman Roman.

DIRECTORS

Nathan Magsig (P)
Sarah Guerra (P)
Daniel Parra (A)
Buddy Mendes, Vice Chair (P)
Michelle Roman, Chairwoman (P)

STAFF and CONSULTANTS

Alicia Kirk, Executive Assistant to the G.M.
Hilda Cantú Montoy, General Counsel
David Bacon, Information Systems Analyst

APPROVAL OF AGENDA

There being no comment from the public, a motion to approve the agenda of the Special Board meeting of October 28, 2022, was made by Director Mendes, and seconded by Director Guerra, and approved by the following vote:

AYE: Director Magsig, Guerra, Vice Chair Mendes, Chairwoman Roman

NO:

ABSENT: Director Parra

ABSTAIN:

NOTICE IS HEREBY GIVEN that the Board of Directors has called a Special Meeting.

The sole business to be conducted at the Special Meeting is as follows:

- A. Subject: Salary Range for General Manager Position
Recommendation: Establish Salary Range for General Manager Position

PUBLIC COMMENT: Members of the public shall have an opportunity to be heard on items on this agenda.

The Ad Hoc Committee was advised by the hired recruitment firm that it is helpful to have a salary range for the General Manager. Based on that, the Chair called this special meeting. A survey conducted at the beginning of this year was given to the Board for reference. The recruitment firm sent information on October 17th regarding salary ranges for comparable positions to the Ad Hoc committee. The Board came to an agreement that the salary range for the position of General Manager for SKF would be \$155,000-\$175,000 depending on qualifications.

ADJOURNMENT

There being no further business to come before the Board, Chairwoman Roman declared the meeting adjourned on a motion made by Director Magsig and seconded by Director Mendes, and approved by a unanimous voice vote at 1:25p.m.

Respectfully submitted,

Approved

Alicia Kirk, Executive Assistant to
the General Manager

Michelle Roman
Chairwoman of the Board

**SELMA-KINGSBURG-FOWLER
COUNTY SANITATION DISTRICT
October 12, 2022
WARRANT LIST**

AMERICAN EXPRESS	INFORMATION SYSTEMS, TRAVEL & TRAINING, FORMS	2,627.83
APPLIED INDUSTRIAL TECH CA-LLC	EQUIPMENT REPAIRS & MAINTENANCE	2,614.34
ARAMARK	UNIFORMS, MATS, MOPS, TOWELS	1,239.31
ARMANDO BLANCAS	RETIREE HEALTH REIMBURSEMENT	145.65
ARNOLD, STEPHEN	RETIREE HEALTH REIMBURSEMENT	145.65
BSK ASSOCIATES	EXTERNAL LAB SERVICES	480.00
CALIFORNIA CAD SOLUTIONS INC	PROFESSIONAL ENGINEERING SERVICES	1,200.00
CALPERS	RETIREMENT	42,057.33
CDW GOVERNMENT, INC.	INFORMATIONS SYSTEMS	1,155.91
CENTRAL VALLEY CULLIGAN, INC.	DRINKING WATER	159.00
CINTAS CORPORATION NO.2	SAFETY SUPPLIES	392.36
COMCAST	COMMUNICATIONS	109.95
CWEA	MEMBERSHIPS	606.00
DAVID MICHEL	RETIREE HEALTH REIMBURSEMENT	145.65
DKF SOLUTIONS GROUP, LLC	PROFESSIONAL MEDICAL SERVICES	350.00
DONNA STUCKY	RETIREE HEALTH REIMBURSEMENT	153.53
FRESNO COUNTY ASSESSOR	COUNTY MAPS	30.00
GARY HELM	RETIREE HEALTH REIMBURSEMENT	145.65
GISELA ROSALES	AUTO / EQUIPMENT MAINTENANCE	1,430.00
GOLDEN BELL PRODUCTS INC.	MAINTENANCE - NUISANCE ABATEMENT	943.72
GONZALES, RALPH	EQUIPMENT REPAIRS & MAINTENANCE REIMB.	59.80
GRAINGER	EQUIPMENT REPAIRS & MAINTENANCE	458.71
HARRINGTON INDUSTRIAL PLASTICS LLC	EQUIPMENT REPAIRS & MAINTENANCE	3,322.74
HEALTH METRICS, INC.	PROFESSIONAL MEDICAL SERVICES	800.00
HOME DEPOT CREDIT SERVICES	SAFETY AWARDS, BLDG & GROUNDS MAINT.	710.25
JAIME RUIZ	RETIREE HEALTH REIMBURSEMENT	145.65
JAMES HORNE	RETIREE HEALTH REIMBURSEMENT	145.65
JIM OLINGER	RETIREE HEALTH REIMBURSEMENT	145.65
JIMMY GARCIA	RETIREE HEALTH REIMBURSEMENT	418.87
JOE SAUBERT INC.	EQUIPMENT REPAIRS & MAINTENANCE	550.00
KINGSBURG, CITY OF	PHARMA KIOSK OUTREACH	173.75
LUCERO, JULIAN	RETIREE HEALTH REIMBURSEMENT	145.65
MICHAEL FONG	RETIREE HEALTH REIMBURSEMENT	232.94
MID VALLEY DISPOSAL	WASTE UTILITIES	892.47
MKN	DIST. LIFT STATION REFURBISHMENT D4	1,160.00
MONTOY LAW CORPORATION	PROFESSIONAL LEGAL SERVICES	904.50
MORGAN BROTHERS INC	PEST CONTROL	155.00
NAPA AUTO PARTS	BLDG & GROUNDS MAINTENANCE	122.58
NELSON'S POWER CENTER	EQUIPMENT REPAIRS & MAINTENANCE	38.52
NELSON'S ACE HARDWARE	EQUIPMENT REPAIRS & MAINTENANCE	50.95
NEW ENGLAND SHEET METAL & MECHANICAL CO.	EQUIPMENT REPAIRS & MAINTENANCE	2,726.00
PG&E	ELECTRIC UTILITIES	1,257.21
ROBERT CURRIE	RETIREE HEALTH REIMBURSEMENT	145.65
ROCKWELL ENGINEERING CO.	EQUIPMENT REPAIRS & MAINTENANCE	2,780.06
SALLY RODRIGUEZ	RETIREE HEALTH REIMBURSEMENT	145.65
SARA J. STAUNTON	RETIREE HEALTH REIMBURSEMENT	145.65
SILVAS OIL CO. INC.	FUEL	2,294.07
SMARTCOVER SYSTEMS	EQUIPMENT REPAIRS & MAINTENANCE	871.28
STAPLES BUSINESS CREDIT	OFFICE SUPPLIES	652.50
STEVE JENSEN	RETIREE HEALTH REIMBURSEMENT	153.53
STREAMLINE	INFORMATION SYSTEMS	400.00
SYNCB/AMAZON	INFORMATION SYSTEMS	172.48
TURNUPSEED ELECTRIC, INC.	EQUIPMENT REPAIRS & MAINTENANCE	1,904.83
UNWIRED BROADBAND, INC.	COMMUNICATIONS	749.99
VERIZON WIRELESS	COMMUNICATIONS	930.64
MAS 200 Total Checks		\$82,095.10

**SELMA-KINGSBURG-FOWLER
COUNTY SANITATION DISTRICT**

**October 26, 2022
WARRANT LIST**

ALLIED ELECTRIC MOTOR INC.	EQUIPMENT MAINTENANCE	302.02
ARAMARK	UNIFORMS,MATS,MOPS,TOWELS	1,238.60
AT&T/CALNET 3	COMMUNICATIONS	204.60
BPS SUPPLY GROUP	EQUIPMENT MAINTENANCE	118.14
BSK ASSOCIATES	EXTERNAL LAB SERVICES	908.00
CALIFORNIA WATER SERVICE	WATER UTILITIES	39.47
CALPERS HEALTH	HEALTH INSURANCE	38,239.13
CDW GOVERNMENT, INC.	INFORMATION SYSTEMS	6,670.47
DANIEL PARRA	DIRECTOR'S FEE	127.63
DATCO	PROFESSIONAL SERVICES: MED&SAFETY	263.25
ENVIRONMENTAL RESOURCE ASSOC.	LABORATORY SUPPLIES	1,543.83
FOWLER ACE HARDWARE	EQUIPMENT MAINTENANCE	18.27
GEE MANUFACTURING	EQUIPMENT MAINTENANCE	143.43
GISELA ROSALES	AUTO MAINTENANCE	25.00
HD FACILITIES MAINTENANCE	SAFETY SUPPLIES	274.75
HEALTH EQUITY INC.	PROFESSIONAL SERVICES-MGT&HUM REL	200.00
HOME DEPOT CREDIT SERVICES	SAFETY AWARDS	1,351.72
JOSEPH BARELA	TRAVEL & TRAINING REIMBURSEMENT	68.91
KENNIES INDOOR COMFORT SPECIAL	EQUIPMENT MAINTENANCE	120.00
MICHELLE ROMAN	DIRECTOR'S FEE	127.63
MID VALLEY DISPOSAL	WASTE UTILITIES	6,307.20
MORGAN BROTHERS INC	PEST CONTROL	155.00
NATHAN MAGSIG	DIRECTOR'S FEE	127.63
NELAC INSTITUTE	BOOKS & PUBLICATIONS	215.00
NELSON'S ACE HARDWARE	EQUIPMENT / BLDG & GROUNDS MAINT.	217.70
NORTH AMERICAN BENEFITS CO	LIFE INSURANCE	423.16
O'REILLY AUTO PARTS	AUTO MAINTENANCE	211.67
PG&E	ELECTRIC UTILITIES	13,069.40
PROFESSIONAL COMMUNICATIONS NETWORK	COMMUNICATIONS	60.00
PROFESSIONAL PRINT & MAIL, INC	OFFICE SUPPLIES	450.51
QUADIENT FINANCE USA, INC.	POSTAGE	500.00
RODRIGUEZ, ERNESTO	TRAVEL & TRAINING REIMBURSEMENT	64.00
SAMPSON SAMPSON & PARTNERS LLC	PROFESSIONAL SERVICES-ACCOUNTING	7,500.00
SAN JOAQUIN VALLEY AIR	PERMITS	258.00
SARAH GUERRA	DIRECTOR'S FEE	127.63
SILVAS OIL CO. INC.	FUEL	3,105.63
SONSRAY MACHINERY LLC.	EQUIPMENT MAINTENANCE	84.06
SYNCB/AMAZON	INFORMATION SYSTEMS	93.71
THE GAS CO	GAS UTILITIES	68.19
TOSHIBA FINANCIAL SERVICES	COPIER LEASES	676.56
TRANSWESTERN INS ADMIN	DENTAL / VISION INSURANCE	1,110.70
MAS 200 Total Checks		\$86,810.60

**SELMA-KINGSBURG-FOWLER
COUNTY SANITATION DISTRICT
November 09, 2022
WARRANT LIST**

ALLIED ELECTRIC MOTOR INC.	EQUIPMENT MAINTENANCE	1,725.30
ALVARO VILLA	CERTIFICATION FEES REIMBURSEMENT	180.00
AMERICAN EXPRESS	SAFETY AWARDS, TRAVEL & TRAINING,POSTAGE	3,767.83
AQUATIC INFORMATICS INC.	INFORMATION SYSTEMS	2,781.00
ARAMARK	UNIFORMS,MOPS,MATS,TOWELS	1,258.82
ARNOLD, STEPHEN	RETIREE HEALTH REIMBURSEMENT	145.65
BLANCAS, ARMANDO	RETIREE HEALTH REIMBURSEMENT	145.65
BSK ASSOCIATES	EXTERNAL LAB SERVICES	885.00
CALIFORNIA CAD SOLUTIONS INC	PROFESSIONAL SERVICES ENGR&TECH	13,665.00
CALIFORNIA RURAL WATER ASSO	MEMBERSHIP	1,435.00
CALIFORNIA WATER SERVICE	WATER UTILITIES	15.80
CALPERS	RETIREMENT	42,057.33
CASA	MEMBERSHIP	14,300.00
CDW GOVERNMENT, INC.	INFORMATION SYSTEMS	1,460.61
COATES, SERENA	TRAVEL & TRAINING REIMBURSEMENT	145.01
COMCAST	COMMUNICATIONS	109.95
CONSOLIDATED IRRIGATION DIST	PROPERTY TAXES & ASSESSMENTS	5,825.38
CURRIE, ROBERT	RETIREE HEALTH REIMBURSEMENT	145.65
CWEA	MEMBERSHIP	606.00
DKF SOLUTIONS GROUP, LLC	PROFESSIONAL SERVICES MED & SAFETY	350.00
ERNEST C MENDES	DIRECTOR'S FEE	127.63
FONG, MICHAEL	RETIREE HEALTH REIMBURSEMENT	232.94
GAR BENNETT LLC	EQUIPMENT MAINTENANCE	71.99
GARCIA, JIMMY	RETIREE HEALTH REIMBURSEMENT	418.87
GRAINGER	MAINTENANCE BUILDING & GROUNDS	106.51
HELM, GARY	RETIREE HEALTH REIMBURSEMENT	145.65
HOME DEPOT CREDIT SERVICES	SAFETY AWARDS, MAINT BLDG & GROUNDS	539.21
HORNE, JAMES	RETIREE HEALTH REIMBURSEMENT	145.65
JENSEN, STEVE	RETIREE HEALTH REIMBURSEMENT	153.53
JOEL LOUANGSRIHOTH	CERTIFICATION FEES REIMBURSEMENT	245.00
KENNIES INDOOR COMFORT SPECIAL	EQUIPMENT MAINTENANCE	230.00
KINGSBURG CHAMBER OF COMMERCE	MEMBERSHIP	350.00
KINGSBURG, CITY OF	OUTREACH: PHARMA KIOSK	173.75
LAURA VOSS	CERTIFICATION FEES REIMBURSEMENT	95.00
LIEBERT CASSIDY WHITMORE	PROFESSIONAL SERVICES : MGT & HUM REL	1,605.50
LUCERO, JULIAN	RETIREE HEALTH REIMBURSEMENT	145.65
MICHEL, DAVID	RETIREE HEALTH REIMBURSEMENT	145.65
MICHELLE ROMAN	DIRECTOR'S FEE	127.63
MID VALLEY DISPOSAL	WASTE UTILITIES	892.47
MKN	DIST LIFT STATION REFURBISHMENT	1,170.00
MONTOY LAW CORPORATION	PROFESSIONAL SERVICES - LEGAL	1,617.50
MOORE TWINING ASSOC. INC.	EXTERNAL LAB SERVICES	183.00
MUNICIPAL MAINT EQUIPMENT, INC	EQUIPMENT MAINTENANCE	8,005.97
NAPA AUTO PARTS	EQUIPMENT MAINTENANCE, AUTO MAINT.	390.43
NATHAN MAGSIG	DIRECTOR'S FEE	127.63
NELSON'S POWER CENTER	BLDG & GROUNDS MAINTENANCE	34.36
NELSON'S ACE HARDWARE	EQUIPMENT MAINTENANCE, SMALL TOOLS	110.59
NEW ENGLAND SHEET METAL & MECHANICAL CO.	EQUIPMENT MAINTENANANCE	1,096.00
OLINGER, JIM	RETIREE HEALTH REIMBURSEMENT	145.65
O'REILLY AUTO PARTS	AUTO MAINTENANANCE	143.17
PG&E	ELECTRIC UTILITIES	51,881.29
PIONEER RESEARCH	CHEMICALS	6,227.17
POLYDYNE, INC	CHEMICALS	26,217.52
POWER BUSINESS TECHNOLOGY LLC	OFFICE SUPPLIES	119.57
PROCLEAN SUPPLY	OFFICE SUPPLIES, BLDG & GROUNDS MAINT.	1,484.10
RANDY CABALLERO	CERTIFICATION FEES REIMBURSEMENT	95.00
ROBERT V JENSEN, INC.	LUBRICANTS	2,955.06
RODRIGUEZ, SALLY	RETIREE HEALTH REIMBURSEMENT	145.65
RUIZ, JAIME	RETIREE HEALTH REIMBURSEMENT	145.65
SALINAS, JOSE LUIS	TRAVEL & TRAINING REIMBURSEMENT	180.76
SARAH GUERRA	DIRECTOR'S FEE	127.63
SILVAS OIL CO. INC.	FUEL	2,656.64
STAPLES BUSINESS CREDIT	OFFICE SUPPLIES	59.67
STAUNTON, SARA	RETIREE HEALTH REIMBURSEMENT	145.65
STREAMLINE	INFORMATION SYSTEMS	400.00
STUCKY, DONNA	RETIREE HEALTH REIMBURSEMENT	139.51
SYNCB/AMAZON	INFORMATION SYSTEMS	209.03
TELETRAC NAVMAN US LTD.	COMMUNICATIONS	1,345.48
TELSTAR INSTRUMENTS, INC.	EQUIPMENT MAINTENANCE	10,746.30
TRANSWESTERN INS ADMIN	DENTAL / VISION INSURANCE	1,195.39
UNWIRED BROADBAND, INC.	COMMUNICATIONS	749.99
VERIZON WIRELESS	COMMUNICATIONS	922.16
ZERO NOX INC.	UTILITY VEHICLES	91,408.40

MAS 200 Total Checks

\$309,539.53

**SELMA-KINGSBURG-FOWLER
COUNTY SANITATION DISTRICT
November 22, 2022
WARRANT LIST**

ALICIA KIRK	TRAVEL & TRAINING REIMBURSEMENT	291.56
ARAMARK	UNIFORMS, MATS, MOPS, TOWELS	1,255.82
AT&T/CALNET 3	COMMUNICATIONS	156.92
BSK ASSOCIATES	EXTERNAL LAB SERVICES	2,433.00
CALIFORNIA WATER SERVICE	WATER UTILITIES	39.47
CALPERS HEALTH	HEALTH INSURANCE	38,239.16
CDW GOVERNMENT, INC.	INFORMATION SYSTEMS	998.00
CENTRAL VALLEY CULLIGAN, INC.	DRINKING WATER	207.40
ENVIRONMENTAL RESOURCE ASSOC.	LABORATORY SUPPLIES	1,260.71
FISHER SCIENTIFIC	LABORATORY SUPPLIES	378.46
FRESNO COUNTY ASSESSOR	BOOKS & PUBLICATIONS	21.00
GISELA ROSALES	EQUIPMENT MAINTENANCE	280.00
HOME DEPOT CREDIT SERVICES	SAFETY AWARDS, SMALL TOOLS	1,332.43
INTERNATIONAL ACCREDITATION SERVICE INC.	PERMITS	5,750.00
JACK DOHENY COMPANIES INC.	INFORMATION SYSTEMS	195.97
KENNIES INDOOR COMFORT SPECIAL	EQUIPMENT MAINTENANCE	670.00
LOPEZ, PAUL	SAFETY SHOES REIMBURSEMENT	225.00
MID VALLEY DISPOSAL	WASTE UTILITIES	150.00
MOORE TWINING ASSOC. INC.	EXTERNAL LAB SERVICES	183.00
MUNICIPAL MAINT EQUIPMENT, INC	EQUIPMENT MAINTENANCE	3,409.36
NELSON'S ACE HARDWARE	BLDG & GROUNDS/EQUIPMNT MAINT.	156.55
NORTH AMERICAN BENEFITS CO	LIFE INSURANCE	423.16
ORTIZ, GABINO	CERTIFICATION FEE REIMBURSEMENT	105.00
PG&E	ELECTRIC UTILITIES	7,160.26
PIONEER RESEARCH	CHEMICALS	6,227.17
PROCLEAN SUPPLY	BUILDING & GROUNDS MAINTENANCE	350.42
PROFESSIONAL COMMUNICATIONS NETWORK	COMMUNICATIONS	60.00
RODRIGUEZ, ERNESTO	TRAVEL & TRAINING REIMBURSEMENT	71.93
SELMA, CITY OF	PHARM KIOSK OUTREACH	347.50
SILVAS OIL CO. INC.	FUEL	4,814.87
SIX G'S AUTO INC	FLEET REPLACEMENT PROGRAM (3)	82,773.66
SYNAGRO TECHNOLOGIES	EQUIPMENT MAINTENANCE	17,293.23
SYNCB/AMAZON	INFORMATION SYSTEMS	32.68
TECHNICAL SAFETY SERVICES, INC	LABORATORY EQUIPMENT MAINT.	492.82
THE GAS CO	GAS UTILITIES	412.84
TOSHIBA FINANCIAL SERVICES	COPIER LEASES	676.56
TRANSWESTERN INS ADMIN	DENTAL / VISION INSURANCE	976.48
WATER ENVIRONMENT FEDERATION	MEMBERSHIPS	342.00
MAS 200 Total Checks		\$180,194.39

SKF COUNTY SANITATION DISTRICT
CASH ACTIVITY REPORT
Month: OCTOBER
Fiscal Year: 2022-23

Cash Account Description	End of Month Cash Balance as of June 30, 2022	End of Month Cash Balance 10/31/2022
Cash in Treasury: Operations & Maintenance	\$ 3,741,651.06	\$ 2,601,755.52
Cash in Bank: Operations & Maintenance	\$ 26,389.33	\$ 99,569.87
Cash in Bank: Payroll	\$ 203.30	\$ 203.38
Petty Cash	\$ 700.00	\$ 700.00
Total Operations & Maintenance	\$ 3,768,943.69	\$ 2,702,228.77
Cash in County Treasury:Expansion	\$ 4,783,224.81	\$ 5,196,177.19
Cash in County Treasury: R&R	\$ 5,476,484.62	\$ 5,484,640.25
Cash in County Treasury:Selma	\$ 1,997,552.53	\$ 1,972,720.90
Cash in County Treasury: Selma SWRCB Reserve	\$ 263,843.57	\$ 263,913.49
Total Selma	\$ 2,261,396.10	\$ 2,236,634.39
Cash in County Treasury:Kingsburg	\$ 3,131,019.54	\$ 3,161,304.71
Cash in County Treasury:Fowler	\$ 1,670,783.38	\$ 1,715,967.13
Total Cash Balance	\$ 21,091,852.14	\$ 20,496,952.44

SKF COUNTY SANITATION DISTRICT
 CASH ACTIVITY REPORT
 Month: NOVEMBER
 Fiscal Year: 2022-23

Cash Account Description	End of Month Cash Balance as of June 30, 2022	End of Month Cash Balance 11/30/2022
***Cash in Treasury: Operations & Maintenance	\$ 3,741,651.06	\$ 2,282,000.41
Cash in Bank: Operations & Maintenance	\$ 26,389.33	\$ 30,679.00
Cash in Bank: Payroll	\$ 203.30	\$ 203.39
Petty Cash	\$ 700.00	\$ 700.00
Total Operations & Maintenance	\$ 3,768,943.69	\$ 2,313,582.80
***Cash in County Treasury:Expansion	\$ 4,783,224.81	\$ 5,270,390.65
***Cash in County Treasury: R&R	\$ 5,476,484.62	\$ 5,401,164.59
***Cash in County Treasury:Selma	\$ 1,997,552.53	\$ 1,975,967.69
***Cash in County Treasury: Selma SWRCB Reserve	\$ 263,843.57	\$ 263,913.49
Total Selma	\$ 2,261,396.10	\$ 2,239,881.18
***Cash in County Treasury:Kingsburg	\$ 3,131,019.54	\$ 3,166,542.09
***Cash in County Treasury:Fowler	\$ 1,670,783.38	\$ 1,722,500.19
Total Cash Balance	\$ 21,091,852.14	\$ 20,114,061.50

*** PENDING COUNTY REPORTS @ 12/02/2022

SELMA-KINGSBURG-FOWLER COUNTY SANITATION DISTRICT
WARRANT LIST & SALARY AND FRINGE BENEFIT EXPENDITURE SUMMARY
FOR THE MONTH ENDED OCTOBER 31, 2022

SERVICE AND SUPPLIES EXPENDITURES:

WARRANT LIST ENDING	10/12/2022	\$	82,095.10
WARRANT LIST ENDING	10/26/2022	\$	86,810.60

TOTAL SERVICE AND SUPPLIES EXPENDITURES		\$	<u>168,905.70</u>
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SALARIES, PERS, TAXES, & HEALTH INSURANCE EXPENDITURES

TOTAL SALARIES PERIOD ENDING:

SALARIES	10/9/2022	\$	92,382.23
EMPLOYER CONTRIBUTIONS (PERS)	10/9/2022	\$	8,572.71
EMPLOYER TAXES	10/9/2022	\$	1,210.24
HEALTH INSURANCE	10/9/2022	\$	<u>14,445.40</u>
		\$	116,610.58

TOTAL SALARIES PERIOD ENDING:

SALARIES	10/23/2022	\$	89,710.15
EMPLOYER CONTRIBUTIONS (PERS)	10/23/2022	\$	8,343.87
EMPLOYER TAXES	10/23/2022	\$	1,175.98
HEALTH INSURANCE	10/23/2022	\$	<u>14,445.40</u>
		\$	113,675.40

TOTAL SALARIES, PERS, TAXES, & HEALTH INSURANCE EXPENDITURES		\$	<u>230,285.98</u>
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		\$	<u>399,191.68</u>
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SELMA-KINGSBURG-FOWLER COUNTY SANITATION DISTRICT
WARRANT LIST & SALARY AND FRINGE BENEFIT EXPENDITURE SUMMARY
FOR THE MONTH ENDED NOVEMBER 30, 2022

SERVICE AND SUPPLIES EXPENDITURES:

WARRANT LIST ENDING	11/9/2022	\$	309,539.53
WARRANT LIST ENDING	11/22/2022	\$	180,194.39

TOTAL SERVICE AND SUPPLIES EXPENDITURES		\$	<u>489,733.92</u>
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SALARIES, PERS, TAXES, & HEALTH INSURANCE EXPENDITURES

TOTAL SALARIES PERIOD ENDING:

SALARIES	11/6/2022	\$	91,715.93
EMPLOYER CONTRIBUTIONS (PERS)	11/6/2022	\$	8,498.32
EMPLOYER TAXES	11/6/2022	\$	1,205.28
HEALTH INSURANCE	11/6/2022	\$	<u>14,445.40</u>
		\$	115,864.93

TOTAL SALARIES PERIOD ENDING:

SALARIES	11/20/2022	\$	94,577.21
EMPLOYER CONTRIBUTIONS (PERS)	11/20/2022	\$	8,776.14
EMPLOYER TAXES	11/20/2022	\$	1,244.45
HEALTH INSURANCE	11/20/2022	\$	<u>14,445.40</u>
		\$	119,043.20

TOTAL SALARIES, PERS, TAXES, & HEALTH INSURANCE EXPENDITURES		\$	<u>234,908.13</u>
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		\$	<u><u>724,642.05</u></u>
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RESOLUTION NO. 2022-23

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SELMA KINGSBURG FOWLER COUNTY SANITATION DISTRICT REAUTHORIZING REMOTE TELECONFERENCE MEETINGS BY THE BOARD OF DIRECTORS AND STANDING COMMITTEES OF THE DISTRICT IN ACCORDANCE WITH ASSEMBLY BILL 361

WHEREAS, COVID-19 (also known as the “Coronavirus Disease”) is a respiratory disease which was first detected in China and has now spread across the globe, with multiple confirmed cases in California, including the Selma Kingsburg Fowler County Sanitation District; and

WHEREAS, on January 31, 2020, the United States Secretary of Health and Human Services declared a public health emergency based on the threat caused by COVID-19, and the President of the United States issued a Proclamation Declaring a National Emergency Concerning COVID-19 beginning March 1, 2020; and

WHEREAS, in response to COVID-19, the Governor of the State of California issued a Proclamation of a State of Emergency in response to COVID-19 on March 4, 2020; and

WHEREAS, the Cities of Selma, Kingsburg, and Fowler and the County of Fresno adopted a proclamation of a local emergency related to the COVID-19 virus; and

WHEREAS, the District is committed to preserving and fostering public access, transparency, observation, and participation in meetings of the Board of Directors and Standing Committees; and

WHEREAS, all meetings of the Board of Directors and standing committees are open and public as required by the Ralph M. Brown Act, Government Code sections 54950 – 54963, so that any member of the public may attend, observe, and participate in a meaningful way; and

WHEREAS, Government Section 54953 (b) (3) of the Brown Act allows a local legislative body to hold public meetings by teleconference and to make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to attend and to address the local legislative body, as long as the following requirements are met:

1. Each teleconference location from which a member is participating is noticed on the agenda;
2. Each teleconference location is accessible to the public;
3. Members of the public must be able to address the body at each teleconference location;
4. At least one member of the legislative body must be physically present at the location specified in the meeting agenda; and

5. During teleconference meetings, at least a quorum of the members of the local body must participate from locations within the local body's territorial jurisdiction; and

WHEREAS, the Brown Act, as amended by AB 361 (2021), at Government Code section 54953(e) *et seq.*, allows for remote observation and participation in meetings by members of a legislative body and members of the public without compliance with the requirements of Government Code section 54953(b)(3), subject to certain conditions; and

WHEREAS, the initial required condition is a declaration of a state of emergency by the Governor pursuant to the California Emergency Services Act at Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state and within the boundaries of the District caused by conditions as described in Government Code section 8558; and

WHEREAS, the Governor's Proclamation of a State of Emergency includes area within the jurisdictional boundaries of the District; and

WHEREAS, Government Code Section 54953(e)(3)(A-B) added by AB 361 provides an alternative to having public meetings in accordance with Government Code Section 54953(b)(3) when Board of Directors has reconsidered the circumstances of the COVID-19 state of emergency and that the following circumstances exist:

1. The state of emergency as a result of COVID-19 continues to directly impact the ability of the members of Board of Directors and the members of the Standing Committees to meet safely in person; and
2. The State of California and the County of Fresno continue to recommend measures to promote social distancing.

WHEREAS, Government Code Section 54953(e) *et seq.* further requires that state or local officials have imposed or recommended measures to promote social distancing or the legislative body finds that meeting in person would present an imminent risk to the health or safety of attendees; and

WHEREAS, such conditions now exist in the District in that (i) State and Local officials recommend social distancing measures and (ii) emergency conditions evidenced by COVID-19 and its variants create ongoing COVID-19 cases, hospitalizations, and deaths and meeting in person would present imminent risk to health or safety of attendees; and

WHEREAS, the Board of Directors affirms that it will allow for observation and participation by Directors as well as Standing Committee Members and the public via teleconferencing as authorized under AB 361 in an effort to protect the constitutional and statutory rights of all attendees; and

WHEREAS, on October 14, 2021, the Board adopted Resolution No. 2021-08 Authorizing Remote Teleconference Meetings by the Board of Directors and all Boards, Commissions, and

Standing Committees of the City in Accordance With Assembly Bill 361; and

WHEREAS, Government Code Section 54953(e)(3) requires that the Board review the need and make findings for continuing the teleconferencing as authorized by AB 361 at least once every thirty days until the Governor terminates the state of emergency; and

WHEREAS, on October 13, 2022, the Board approved a Reauthorizing Resolution for an additional thirty days; and

WHEREAS, the Board wishes to reaffirm the need and findings necessary for continuing the teleconferencing as authorized by AB 361.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE SELMA KINGSBURG FOWLER COUNTY SANITATION DISTRICT HEREBY RESOLVES AS FOLLOWS:

Section 1. The above recitals are true and correct and are incorporated herein by this reference.

Section 2. The Board of Directors finds that the state of emergency conditions related to COVID-19 as set forth of Proclamations of Emergency by the Governor, County of Fresno, and Cities of Selma, Kingsburg, and Fowler are on-going.

Section 3. The Board of Directors further finds that state and county official recommend social distancing conditions causing imminent risk to attendees as described above exist.

Section 4. The Board of Directors hereby recognize and affirm that the Cities of Selma, Kingsburg, and Fowler and the County of Fresno have adopted a proclamation of a local emergency related to the COVID-19 virus regarding the existence and conditions of a state of emergency as proclaimed by the Governor.

Section 5. The Board of Directors finds that the state of emergency as a result of COVID-19 continues to directly impact the ability of members of the Board of Directors and the members of standing committees to meet safely in person and such fact creates an imminent health risk to such members.

Section 6. The Board of Directors and Standing Committees of District are authorized to conduct their meetings without compliance with Government Code section 54953(b)(3), and to instead comply with the remote meeting requirements as authorized by Government Code section 54953(e) *et seq.*

Section 7. The General Manager is authorized and directed to take all actions reasonably necessary to carry out the intent and purpose of this Resolution, including, conducting open and public meetings remotely in accordance with Government Code section 54953(e) *et seq.*, and other applicable provisions of the Brown Act, for all Board of Directors meetings, and all Boards, Commissions, and standing committee meetings of the City.

Section 8. This Resolution shall take effect immediately upon its adoption and shall be effective for thirty days.

* * * * *

Approved and adopted this 8th day of December 2022.

Chairwoman
Michelle Roman

ATTEST

Veronica Cazares Interim General Manager/ Secretary to Board

MEMORANDUM
(December 8, 2022)

To: S-K-F CSD Board of Directors
From: Veronica Cazares, Interim General Manager
Date Prepared: November 29, 2022
Staff Report prepared by Tricia Miller, Administration Services/HR Manager

Agenda Item: 4-F
Action: Motion

SUBJECT:

Resolution No. 2022-24, A Resolution of the Selma-Kingsburg-Fowler County Sanitation District Board of Directors Adopting the Amended Section 125 Premium Only Plan for Calendar Year 2023

RECOMMENDATION

Interim General Manager Cazares recommends that the Board adopt Resolution No. 2022-24, A Resolution of the Selma-Kingsburg-Fowler County Sanitation District Board of Directors Adopting the Amended Section 125 Premium Only Plan for Calendar Year 2023.

EXECUTIVE SUMMARY

The Board will consider adopting Resolution No. 2022-24, A Resolution of the Selma-Kingsburg-Fowler County Sanitation District Board of Directors Adopting the Amended Section 125 Premium Only Plan for Calendar Year 2023.

The District has had a Section 125 Premium Only Plan since April 15, 2001. The POP was set up as an easy and cost-effective way to enhance employee benefits and decrease employer liability. It is written in the current MOU under Article XII (3), as follows:

3. *District Employee Cafeteria Plan Accounts*

The District will maintain a Section 125 qualifying Cafeteria Plan which shall provide for the following menu of benefits:

- *Balance of premiums for the District's sponsored CalPERS health plan*
- *Dental insurance*
- *Vision insurance*

A benefit under the Cafeteria Plan is contingent upon an understanding that the benefit qualifies as a pre-tax benefit pursuant to State and Federal tax laws. If for any reason State or Federal law precludes one or more of the above listed benefits from the protection of a Section 125 Cafeteria Plan, the District may remove that benefit from the Plan in order to maintain the District's Cafeteria Plan as a Section 125 qualifying plan.

Without a POP, an employee's pay is taxed and then insurance premiums are deducted from after-tax dollars. With a POP, an employee pays for premiums with pre-tax dollars, i.e., insurance premiums are taken out of the employee's pay before taxes. As a result, an employee's taxable income is less. When taxable income is less, federal and state income taxes are reduced and that means more take-home pay for the employee. Employers also save on the matching Medicare taxes.

Resolution No. 2022-24 authorizes the Interim General Manager to execute and deliver to the Plan Administrator all required plan documents. The Plan Administrator will take such actions that are deemed necessary and proper in order to implement the amended Plan, and to set up adequate accounting and administrative procedures to provide benefits under the Plan. Tricia Miller reviewed the plan documents and recommends that the Board adopt Resolution No. 2022-24, A Resolution of the Selma-Kingsburg-Fowler County Sanitation District Board of Directors Adopting the Amended Section 125 Premium Only Plan for Calendar Year 2023.

The Interim General Manager will notify the employees of the adoption of the amended Plan by showing an educational video on the plan, handing out a copy of the Summary Plan Description, and asking them to fill out election forms.

Attachments: (1) Resolution No. 2022-24

RESOLUTION NO. 2022-24

RESOLUTION OF THE SELMA-KINGSBURG-FOWLER COUNTY
SANITATION DISTRICT BOARD OF DIRECTORS ADOPTING THE
AMENDED SECTION 125 PREMIUM ONLY PLAN FOR CALENDAR
YEAR 2023

WHEREAS, the Section 125 Premium Only Plan (POP) was originally effective on April 15, 2001, and has been updated in compliance with Internal Revenue Service regulations and the Affordable Care Act.

WHEREAS, WageWorks, Inc. is the POP Plan Administrator for Selma-Kingsburg-Fowler County Sanitation District.

WHEREAS, the POP was set up so employees can save taxes on health premiums paid through payroll deductions.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Selma-Kingsburg-Fowler County Sanitation District as follows:

SECTION 1. The Board hereby adopts the Amended Section 125 Premium Only Plan effective January 1, 2023. Attached hereto as Exhibit A are the Plan Document, Summary Plan Description and Adoption Agreement.

SECTION 2. The Board authorizes the Interim General Manager to execute and deliver to the Plan Administrator all required plan documents.

SECTION 3. The Board directs Plan Administrator to take such actions that are deemed necessary and proper in order to implement the amended Plan, and to set up adequate accounting and administrative procedures to provide benefits under the Plan.

SECTION 4. The Interim General Manager will notify the employees of the adoption of the amended Plan by delivering to each employee a copy of the summary description of the Plan in the form of the Summary Plan Description presented in this meeting, which is hereby approved.

CERTIFICATION

The foregoing Resolution No. 2022-24 was adopted on roll call on a regular meeting held on December 8, 2022, by the following vote:

AYES:	_____
NOES:	_____
ABSTENTIONS:	_____
ABSENCES:	_____

WHEREUPON, the Chairwoman declared the foregoing Resolution No. 2022-24 adopted.

 Veronica Cazares, Interim General
 Manager/ Secretary of the Board of
 Directors
 SELMA-KINGSBURG-FOWLER
 COUNTY SANITATION DISTRICT

MEMORANDUM

(December 8, 2022)

To: S-K-F CSD Board of Directors
From: Veronica Cazares, Interim General Manager
Staff Report prepared by: Veronica Cazares, Interim General Manager
Date Memo Prepared: November 30, 2022

Agenda Item: 5-A
Action: Informational
and for Direction

SUBJECT:

ENGIE Year Three Update Report on the Solar Project and Savings

RECOMMENDATION

Receive the report, discuss, and provide direction, if any, to Staff.

EXECUTIVE SUMMARY

Nichole Przybyla, Energy Analyst, ENGIE will give the Board the photovoltaic and battery storage project report on year three of the Solar Guarantee from ENGIE.