

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

**MINUTES OF THE REGULAR BOARD MEETING OF BOARD
MEETING
MAY 13, 2021**

CALL TO ORDER AND ROLL CALL

The Board Meeting of the Selma-Kingsburg-Fowler County Sanitation District was called to order at 4:06 p.m. by Vice Chairman Mendes via teleconference.

DIRECTORS

Nathan Magsig (P)
Sarah Guerra (P)
David Cárdenas (P)
Buddy Mendes, Vice Chair (P)
Michelle Roman, Chairwoman (P)
@4:10 p.m.

STAFF and CONSULTANTS

Ben Muñoz, Jr., General Manager/Secretary
Alicia Kirk, Executive Assistant to the G.M.
Tricia Miller, Administrative Services/HR Manager
Hilda Cantú Montoy, General Counsel
Veronica Cazares, District Engineer
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 May 13, 2021 was made by Director Magsig, and seconded by Director Guerra, and approved by the following vote:

AYE: Directors Magsig, Guerra, Cárdenas, Vice Chair Mendes

NO:

ABSENT: Chairwoman Roman

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 Joint Board and PAC Meeting April 8, 2021. (p.4)

- B. Minutes of Regular Board Meeting April 8, 2021. (p.8)
- C. Warrant List Reports of April 14, 2021 and April 28, 2021. (p.11)
- D. Cash Activity Report of April 30, 2021. (p.15)
- E. Approved Minutes of Special PAC Meeting April 21, 2020 (p.16)
- F. Draft Minutes of Special PAC Meeting April 21, 2021 (p.21)

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

AYE: Directors Magsig, Guerra, Cárdenas, Vice Chair Mendes
 NO:
 ABSENT: Chairwoman Roman
 ABSTAIN:

PUBLIC HEARINGS

- A. Public Hearing on Capital Improvement Program: The Board will conduct the public hearing, receive staff report and public comments, and will consider adopting Resolution No. 2021-04 which accepts the Capital Improvement Program for fiscal year 2021-22. (p.26) Staff Report prepared by Ben Muñoz, Jr., General Manager

On April 8, 2021 the S-K-F CSD Board of Directors and Policy Advisory Committee held teleconference joint meeting, where Staff presented the Draft Fiscal Year 2021-22 Capital Improvement Program and Budget Cash Flow Analysis. At that time, PAC Members could not endorse their recommendation for the acceptance to the Board of Directors for the Fiscal Year 2021-22 CIP, until SKF has met individually with each city (Selma, Kingsburg, and Fowler) to discuss their needs.

Selma requested to meet twice yearly with SKF in Spring and Fall. Engineer Cazares met with Fernando Santillan and Kira Noguera with City of Selma on 5-12-21 to review on going and up coming projects. They also received a Plant tour.

There being no comment from the public, a motion to adopt Resolution 2021-04, a resolution which accepts the Capital Improvement Program for fiscal year 2021-22 was made by Director Cárdenas, and seconded by Director Magsig, and approved by the following vote:

AYE: Directors Magsig, Guerra, Cárdenas, Vice Chair Mendes, Chairwoman Roman
 NO:
 ABSENT:
 ABSTAIN:

- B. Public Hearing on FY 2021-22 Budget: The Board will conduct the public hearing, receive staff report and public comments, and will consider adopting Resolution No. 2021-05 which establishes the budget for fiscal year 2021-22. (p.33) Staff Report prepared by Ben Muñoz, Jr., General Manager

On April 8, 2021 the S-K-F CSD Board of Directors and Policy Advisory Committee held a teleconference joint meeting, where Staff presented the Draft Fiscal Year 2021-22 Budget. At that time, PAC Members could not endorse their recommendation for the adoption to the Board of Directors for the Fiscal Year 2021-22 Budget, until SKF has met individually with each city (Selma, Kingsburg, and Fowler) to discuss their individual needs.

There being no comment from the public, a motion to adopt Resolution 2021-05, a resolution which establishes the budget for fiscal year 2021-22, was made by Director Magsig and seconded by Director Guerra, and approved by the following vote:

AYE: Directors Magsig, Guerra, Cárdenas, Vice Chair Mendes, Chairwoman Roman
NO:
ABSENT:
ABSTAIN:

UNFINISHED BUSINESS

None

NEW BUSINESS

- A. The Board will consider approving SW Construction contract change order no. 1. for an additive amount of \$57,461.16 and approve additional contingency request of \$50,000. The total contract amount including contract change order No. 1 will be \$1,950,858.16 (p.36) Staff Report prepared by Veronica Cazares, District Engineer.

The proposed contract change order is for the purposes of authorizing expenditures beyond the contractual amount and to add 16 calendar days to the completion date. The completion date will be amended from May 18, 2021 to June 3, 2021. The change order amount is \$57,461.16 which is \$7,461.16 above the current contingency amount approved for this contract. The total contract amount including contract change order No. 1 will be \$1,950,858.16

Additional potholing was needed to locate unmarked lines. Some areas had no water and needed to be added for maintenance purposes. A force main was realigned due to a tying in point, as well as concrete finish work.

It was asked if the contingency amount of Fifty-Thousand dollars would be enough, or if more should be requested, and it was answered, that as the project stands, the contingency amount requested will be sufficient.

There being no comment from the public, a motion to approve the SW Construction contract change order no. 1. for an additive amount of \$57,461.16 and approve additional contingency request of \$50,000. The total contract amount including contract change order No. 1 will be \$1,950,858.16, was made by Director Magsig, and seconded by Director Cárdenas and approved by the following vote:

AYE: Directors Magsig, Guerra, Cárdenas, Vice Chair Mendes, Chairwoman Roman

NO:

ABSENT:

ABSTAIN:

BOARD MEMBER COMMUNICATION/AGENDA ITEMS

Chairwoman Roman mentioned that the Annual Kingsburg Swedish Festival kicks off tonight and will continue through the weekend.

GENERAL MANAGER REPORTS

SKF held a retirement barbeque for Jim Ramirez on May 12, 2021 at 11:30 a.m. Chairwoman Roman and Director Cárdenas were in attendance and presented Jim with a Plaque for his dedicated service.

It was asked if the Board would like to return to in person meetings and it was answered that yes, in June 2021, SKF will resume in person Board meetings.


SKF will participate in the annual Swedish Festival. The VacCon will be in the parade and an informational booth will be set up.


Not on the Agenda, but mentioned by General Manager Muñoz, CASA will be returning to in person conferences, beginning in August. Alicia will send an email to the Board members on who wish to attend.

ADJOURNMENT

There being no further business to come before the Board, Chairwoman Roman declared the meeting adjourned on a motion made by Director Mendes, and seconded by Director Magsig, and approved by a unanimous voice vote at 4:35 p.m.

Respectfully submitted,


Ben Muñoz, Jr. General Manager/
Secretary of the Board

Approved,

Michelle Roman
Chairwoman of the Board