

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

**REGULAR MEETING OF BOARD OF DIRECTORS**

**February 10, 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 DIRECTORS AND MEMBERS OF THE PUBLIC.**

- Members of the public may participate in the meeting remotely by calling 1-805-250-9182 and entering Passcode 191 914 099# at the prompt. They may also attend in person. Comments may also be submitted by email prior to the meeting at [akirk@skfcsd.org](mailto:akirk@skfcsd.org)
- Every effort will be made to read email comments into the record, but repetitive comments may not be read due to time constraints.

**Thank you for taking all precautions to prevent the spreading of the COVID-19 virus.**

**1. CALL TO ORDER AND ROLL CALL**

DIRECTORS

Nathan Magsig  
Sarah Guerra  
David Cárdenas  
Buddy Mendes, Vice Chair  
Michelle Roman, Chairwoman

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  
Craig Perry, Plant Operations Supervisor  
David Bacon, Information Systems Analyst  
Stephen R. Onstot, Partner Aleshire & Wynder, LLP  
Kevin Norgaard, PE MKN

**2. APPROVAL OF AGENDA**

Additions, deletions, substitutions, and adoption of agenda

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### **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 Regular Board Meeting January 13, 2022. *(p.4)*
- B. Warrant List Reports of January 5, 2022 and January 19, 2022. *(p.10)*
- C. Cash Activity Report of January 31, 2022. *(p.13)*
- D. The Board will consider adoption of Resolution No. 2022-07 Reauthorizing Remote Teleconference Public Meetings by the Board of Directors and subsidiary standing committees in Accordance with Assembly Bill 361. *(p.14) Staff Report Prepared By: General Manager*

### **5. UNFINISHED BUSINESS**

- A. None.

### **6. NEW BUSINESS**

- A. None.

### **7. BOARD MEMBER COMMUNICATION/AGENDA ITEMS**

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

### **8. GENERAL MANAGER REPORTS**

- A. All Form 700s filed with the Clerk to the Board's office need to be submitted using the eDisclosure system. Board members, Alternates, General Counsel, and designated employees must submit Annual Statement of Economic Interest for calendar year 2021 by Friday, April 1, 2022.

- B. Special Meeting – SKF Workshop with Selma City Council Monday, February 7, 2022 at 5:00 pm.

**9. CLOSED SESSION**

- A. Conference with Legal Counsel – Anticipated Litigation pursuant to Government Code Section 54956.9(d)(2)  
SW Construction Inc. v. Selma-Kingsburg-Fowler County Sanitation District.
- B. Closed Session Pursuant to Government Code Section 54957(b)(1)  
Public Employee Appointment  
Title: Interim General Manager

**10. RECONVENE OPEN SESSION**

- A. Provide Report from Closed Session if required.

**11. ADJOURNMENT**

Motion to Adjourn

Next Regular Meeting: Thursday, March 10, 2022 at 4:00 p.m.

Next Ordinance: 2022-01

Next Resolution: 2022-08

**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](http://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 BOARD  
MEETING  
JANUARY 13, 2022**

**CALL TO ORDER AND ROLL CALL**

The Board Meeting of the Selma-Kingsburg-Fowler County Sanitation District was called to order at 4:02 p.m. by Chairwoman Roman

**DIRECTORS**

Nathan Magsig (P)  
Sarah Guerra (Remotely)  
David Cárdenas  
Buddy Mendes, Vice Chair (P)  
Michelle Roman, Chairwoman (P)

**STAFF and CONSULTANTS**

Ben Muñoz, Jr., General Manager/Secretary  
Alicia Kirk, Executive Assistant to the G.M.  
Hilda Cantú Montoy, General Counsel (A)  
Veronica Cazares, District Engineer  
Scott Aguiar, Operations Supervisor  
David Bacon, Information Systems Analyst

\*As Director Guerra attended the meeting remotely, a voice roll call was asked for each item that required a vote.

**BOARD REORGANIZATION**

A. Nominations and Election of Chairperson

There being no comments from the public or further nominations for chair, a motion to appoint Michelle Roman as Chairwoman was made by Vice-Chairman Mendes, seconded by Director Cárdenas, and approved by the following vote:

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

B. Nominations and Election of Vice-Chairperson

There being no comments from the public or further nominations for vice-chair, a motion to appoint Buddy Mendes as Vice-Chairman was made by Director Magsig, seconded by Director Cárdenas, and approved by the following vote:

AYE: Directors Magsig, Guerra, Cárdenas, Vice-Chairman Mendes, and Chairwoman Roman  
NO:

ABSENT:  
ABSTAIN:

### **APPROVAL OF AGENDA**

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

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

### **CEREMONIAL MATTERS**

General Manager Muñoz introduced the new Plant Operations Supervisor, Craig Perry to the Board.

### **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 Regular Board Meeting December 9, 2021. *(p.6)*
- B. Warrant List Reports of December 8, 2020, and December 20, 2020. *(p.11)*
- C. Cash Activity Report of December 31, 2021. *(p.14)*
- D. Resolution No. 2022-01, a Resolution of Recognition and Commendation to Mark Gonzales, Sewer System Maintenance Tech I as 2021 Employee of the Year. *(p.15)*
- E. Resolution No. 2022-02, a Resolution of Recognition and Commendation to Ernesto Rodriguez, Sewer System Maintenance Tech II for Twenty Years of Dedicated Service. *(p.16)*
- F. Resolution No. 2022-03, a Resolution of Recognition and Commendation to Ricardo Isaguirre, Operator III for Twenty Years of Dedicated Service. *(p.17)*
- G. Resolution No. 2022-04, a Resolution of Recognition and Commendation to Gabino Ortiz, Maintenance Tech III for Forty Years of Dedicated Service. *(p.18)*

- H. FY 2022-23 Employee Recognition Program. *(p.19) Staff Report Prepared By: General Manager*
- I. The Board will consider adoption of Resolution No. 2022-05 Reauthorizing Remote Teleconference Public Meetings by the Board of Directors and subsidiary standing committees in Accordance with Assembly Bill 361. *(p.21) Staff Report Prepared By: General Manager*

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

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

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

- A. The Board will receive the Fiscal Year 2020-21 Audit Report Presentation and will consider approving the independent auditor's report for fiscal year ending June 30, 2021. *(p.25) Staff Report Prepared By: Tricia Miller, Administration Services/HR Manager.*

Bill Patterson, CPA, independent auditor from the firm Sampson, Sampson & Patterson, LLP, of Fresno, presented the Draft Fiscal Year 2020-21 Audit Report to the Board. It was asked and answered that rates from CalPERS are what is in the report, and if/when new a percentage rate is available it will be used after it is voted in. Mortality rates are usually a few years behind in CalPERS, therefore there is nothing to report at this time in the Audit. It was asked why there was a change in SKF's net position, and it was answered it was due to the McCall Line in Selma, as the District implemented rate increases to sustain the loan the District took out. It was asked and answered that the District keeps funds in the Treasury Pool from the County and only draws from it for Payroll and Accounts Payable. It was said that the current rate structure formed by the District and agreed on by the Board of Directors is adequate and on track for sustainability.

There being no comment from the public, a motion to approve the independent auditor's report for fiscal year ending June 30, 2021, was made by Director Magsig, and seconded by Director Mendes and approved by the following vote:

AYE: Directors Magsig, Guerra, Cárdenas, Vice-Chairman Mendes, and Chairwoman Roman  
NO:  
ABSENT:  
ABSTAIN:

- B. The Board will receive a one-year update report on the Solar and the savings versus the original projected numbers from SKF Staff and ENGIE. (p.26) Staff Report Prepared By: Ben Muñoz, Jr., General Manager/ Secretary.

Nichole Przybyla, Energy Analyst, ENGIE gave a Two-Year Update Report on the Solar and the Savings versus the Original Projected Numbers to the Board of Directors via teleconference. It was said that a check was issued to the District in December of 2021 due to a shortfall, meaning there was a technological underperformance of the Solar System. It was asked that since the batteries are crucial to the system performing at its most optimal, what are the recommendations by Engie on year ten? It was answered that at this time, the manufacturer of this battery is no longer in business. That being said, it was asked if the District paid that company in full or in installments. It was answered that she [Nichole] did not know the specific parameters but would look into it and report back. It was asked if it is normal for a loss of communication to last that long [36 days]? The answer was that there were a few contributing factors such as COVID-19 and lead time on parts. This will also be looked into further. It was asked that Staff go back and listen to recordings of past meetings that involve Engie (formerly Opterra) and listen to what was discussed. It was asked if there is another company that Engie has to replace the past battery company and it was answered that there are third party resources, and that no matter what, Engie will take care of the batteries.

- C. The Board will receive the Fiscal Year 2022-23 Budget Preparation Schedule and provide direction to staff. (p.27) Staff Report Prepared By: Ben Muñoz, Jr., General Manager/ Secretary.

This schedule is what staff will be using to prepare the draft budget for Fiscal Year (FY) 2022-23. The fiscal year begins July 1, 2022. This item is informational only. It was said that workshops with the three cities and SKF may need to be held. It was suggested that PAC meetings be scheduled quarterly for good communication.

- D. The Board will consider adopting Resolution No. 2022-06, A Resolution Authorizing the Purchase of Duperon Washer Compactor Directly from the Manufacturer and Without Public Notice or Bid. (p.33) Staff Report Prepared By: Veronica Cazares, District Engineer

General Manager Muñoz requested special authorization to waive the bidding regulations for the purchase of the Duperon Washer Compactor for the rag and debris removal system at the headworks, in the amount of \$84,901.50 (to be funded from FY 2021-2022, Maintenance Equipment 7620-104-00). This is an in-kind replacement of equipment that has reached the end of its useful life. The equipment was originally installed in 2012. The equipment will be purchased directly from the manufacturer and District staff will install, so there will be no additional costs. General Counsel vetted and concurred with the process. The life expectancy of this equipment is estimated at ten years plus.

There being no comment from the public, a motion to adopt Resolution No. 2022-06, A Resolution Authorizing the Purchase of Duperon Washer Compactor Directly from the Manufacturer and Without Public Notice or Bid was made by Director Mendes, and seconded by Director Magsig and approved by the following vote:

AYE: Directors Magsig, Guerra, Cárdenas, Vice-Chairman Mendes, and Chairwoman Roman  
NO:  
ABSENT:  
ABSTAIN:

### **BOARD MEMBER COMMUNICATION/AGENDA ITEMS**

Fowler- Invitation to the Blossom Trail Ceremony hosted by Fowler Packing Feb 4, 2021, starting at approximately 10:00am. District 4 Supervisor, and SKF Board Director Buddy Mendes will be the emcee for this event.

Dutch Bros has opened in Kingsburg

CWEA Installation of Officers/Awards Banquet on February 4, 2022, beginning at 5:30 pm at Pardini's in Fresno. Board Members welcome to attend. SKF awards from CWEA in Engineering and Operator of the Year (Alvaro Villa)

### **GENERAL MANAGER REPORTS**

Reminder that the 2022 Annual Winter CASA conference has been cancelled due to COVID-19.

SKF's new website is up and running. In the near future we would like to have a collaboration between Staff and a committee to share ideas of what might be of interest to have on the website.

SKF will be participating in the Annual Swedish Festival this coming May 2022.

### **CLOSED SESSION**

Closed Session for Public Employee Performance Evaluation pursuant to Government Code Section 54957

Title: General Manager

Closed Session began at 5:15 pm.

### **RECONVENE OPEN SESSION**

Open Session began at 5:21. At this time there is nothing to report.



**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 Cárdenas, and approved by a unanimous voice vote at 4:50 p.m.

Respectfully submitted,

Approved,

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

\_\_\_\_\_  
Michelle Roman  
Chairwoman of the Board

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

SERVICE AND SUPPLIES EXPENDITURES:

WARRANT LIST ENDING	1/5/2022	\$	118,527.81
WARRANT LIST ENDING	1/19/2022	\$	366,972.38
			485,500.19
SUBTOTAL SERVICE AND SUPPLIES EXPENDITURES			\$ 485,500.19

SALARIES, PERS AND HEALTH INSURANCE EXPENDITURES

TOTAL SALARIES ENDING	1/2/2022	\$	65,057.90
TOTAL SALARIES ENDING	1/16/2022	\$	64,400.19
			129,458.09
SUBTOTAL SALARIES			\$ 129,458.09
TOTAL PERS (EMPLOYERS PORTION)	1/2/2022		8,798.89
TOTAL PERS (EMPLOYEES PORTION PAID BY EMPLOYER)	1/2/2022		-
TOTAL HEALTH INSURANCE EXPENDITURES	1/2/2022		17,548.86
TOTAL PERS (EMPLOYERS PORTION)	1/16/2022		9,157.89
TOTAL PERS (EMPLOYEES PORTION PAID BY EMPLOYER)	1/16/2022		-
TOTAL HEALTH INSURANCE EXPENDITURES	1/16/2022		17,548.86
SUBTOTAL PERS AND HEALTH INSURANCE EXPENDITURES			\$ 53,054.49
GRAND TOTAL			\$ 668,012.77

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

**January 05, 2022  
WARRANT LIST**

ALLIED ELECTRIC MOTOR INC.	EQUIPMENT MAINTENANCE	17,523.87
AMERICAN EXPRESS	SAFETY AWARDS, OFFICE SUPPLY, INFORMATION SYSTEMS, TRAVEL	3,484.37
ARAMARK	UNIFORMS, MATS, MOPS, TOWELS	1,118.68
ARMANDO BLANCAS	RETIREE HEALTH REIMBURSEMENT	145.65
ARNOLD, STEPHEN	RETIREE HEALTH REIMBURSEMENT	145.65
AT&T/CALNET 3	COMMUNICATIONS	200.91
BOOT BARN HOLDINGS INC.	SAFETY FOOTWEAR	175.00
BSK ASSOCIATES	EXTERNAL LAB SERVICES	79.00
CALIFORNIA WATER SERVICE	WATER UTILITIES	12.29
CASTELLANOS SERVICES INC.	TREE PRUNING	10,600.00
DANIEL MURRIETA	EMPLOYEE RECOGNITIONS	70.84
DAVID MICHEL	RETIREE HEALTH REIMBURSEMENT	145.65
DONNA STUCKY	RETIREE HEALTH REIMBURSEMENT	153.53
DOPUDJA & WELLS CONSULTING INC.	PROFESSIONAL SERVICES - ENGINEERING	1,600.00
ECS HOUSE INDUSTRIES, INC.	EQUIPMENT MAINTENANCE	14,437.38
GARY HELM	RETIREE HEALTH REIMBURSEMENT	145.65
GONZALES, MARK	CERTIFICATION REIMBURSEMENT	91.00
GRAINGER	EQUIPMENT MAINTENANCE	221.00
HD FACILITIES MAINTENANCE	MAINT - BLDG & GROUNDS	510.98
INDUSTRIAL ELECTRICAL CO	EQUIPMENT MAINTENANCE	810.00
ISAGUIRRE, RICARDO	CERTIFICATION REIMBURSEMENT	91.00
JAIME RUIZ	RETIREE HEALTH REIMBURSEMENT	145.65
JAMES HORNE	RETIREE HEALTH REIMBURSEMENT	145.65
JIM OLINGER	RETIREE HEALTH REIMBURSEMENT	145.65
JIMENEZ, GABRIEL	CERTIFICATION REIMBURSEMENT	91.00
JIMMY GARCIA	RETIREE HEALTH REIMBURSEMENT	418.87
KAMEYA AKEMI COLEMAN	CERTIFICATION, TRAVEL/TRAINING	276.65
LIEBERT CASSIDY WHITMORE	PROFESSIONAL SERVICES-MGT&HUM RELATIONS	2,262.00
LUCERO, JULIAN	RETIREE HEALTH REIMBURSEMENT	145.65
MICHAEL FONG	RETIREE HEALTH REIMBURSEMENT	232.94
MONTOY LAW CORPORATION	PROFESSIONAL SERVICES - LEGAL	705.00
MORGAN BROTHERS INC	PEST CONTROL	149.00
NAPA AUTO PARTS	AUTO/EQUIPMENT MAINTENANCE	1,503.14
NELSON'S ACE HARDWARE	MAINT - BLDG & GROUNDS, EQUIPMENT MAINT.	182.99
PG&E	ELECTRIC UTILITIES	16,941.64
POLYDYNE, INC	CHEMICALS	28,787.86
PROFESSIONAL COMMUNICATIONS NETWORK	COMMUNICATIONS	60.00
PROFESSIONAL PRINT & MAIL, INC	OFFICE SUPPLIES	368.85
ROBERT CURRIE	RETIREE HEALTH REIMBURSEMENT	145.65
SALLY RODRIGUEZ	RETIREE HEALTH REIMBURSEMENT	145.65
SARA J. STAUNTON	RETIREE HEALTH REIMBURSEMENT	145.65
SILVAS OIL CO. INC.	FUEL	2,987.68
SMARTCOVER SYSTEMS	EQUIPMENT MAINTENANCE	4,550.00
SOTO, ROBBIE	CERTIFICATION REIMBURSEMENT	91.00
STAPLES CREDIT PLAN	OFFICE SUPPLIES	1,407.50
STEVE JENSEN	RETIREE HEALTH REIMBURSEMENT	153.53
SYNCB/AMAZON	OFFICE SUPPLIES	130.94
TELSTAR INSTRUMENTS, INC.	EQUIPMENT MAINTENANCE	2,454.50
TRANSWESTERN INS ADMIN	DENTAL/VISION INSURANCE	1,333.72
VALLEY SECURITY ALARM	COMMUNICATIONS	657.00

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**MAS 200 Total Checks**

**\$118,527.81**

**SELMA-KINGSBURG-FOWLER  
COUNTY SANITATION DISTRICT  
January 19, 2022  
WARRANT LIST**

*CARDENAS, DAVID	DIRECTOR'S FEES	127.63
A&E INDUSTRIAL CLEANING EQUIP	EQUIPMENT REPAIRS & MAINTENANCE	353.03
ALICIA KIRK	EMPLOYEE RECOGNITION PROGRAM	40.00
AMERICAN EXPRESS	TRAVEL & TRAINING	463.40
AQUA SIERRA CONTROLS INC.	EQUIPMENT REPAIRS & MAINTENANCE	6,093.04
ARAMARK	UNIFORMS, MATS, MOPS, TOWELS	1,129.18
ATLAS COPCO COMPRESSORS LLC	EQUIPMENT REPAIRS & MAINTENANCE	301.92
BSK ASSOCIATES	OUTSIDE LAB SERVICES	1,593.00
CALIFORNIA DEPARTMENT OF TAX & FEE ADMIN	USE TAX	441.00
CALPERS	RETIREMENT	36,740.08
CDW GOVERNMENT, INC.	INFORMATION SYSTEMS	998.33
CENTRAL VALLEY CULLIGAN, INC.	DRINKING WATER, LABORATORY SUPPLIES	273.60
COMCAST	COMMUNICATIONS	109.95
CSRMA	GENERAL INSURANCE	179,659.00
CWEA	MEMBERSHIPS	192.00
DANIEL MURRIETA	EMPLOYEE RECOGNITION PROGRAM	40.32
DATCO	PROFESSIONAL SERVICES: MEDICAL & SAFETY	292.50
DKF SOLUTIONS GROUP, LLC	PROFESSIONAL SERVICES: MEDICAL & SAFETY	350.00
DOPUDJA & WELLS CONSULTING INC.	PROFESSIONAL SERVICES: ENGINEERING	3,200.00
ERNEST C MENDES	DIRECTOR'S FEES	127.63
FISHER SCIENTIFIC	LABORATORY SUPPLIES	1,972.37
FRESNO COUNTY ASSESSOR	COUNTY MAP COPIES	21.00
GEE MANUFACTURING	EQUIPMENT REPAIRS & MAINTENANCE	4,815.94
GISELA ROSALES	EQUIPMENT REPAIRS & MAINTENANCE	160.00
GOLDEN STATE MECHANICAL	ADMIN BLDG A/C UNIT	18,581.44
HD FACILITIES MAINTENANCE	SAFETY SUPPLIES	254.16
HOME DEPOT CREDIT SERVICES	SAFETY AWARDS, BLDG & GROUNDS MAINT.	86.73
KENNETH D. SCHMIDT	PROFESSIONAL SERVICES: ENGINEERING	2,887.06
KINGS WATER ALLIANCE	PARTICIPATION NITRATE PROGRAM	62,671.21
KINGSBURG, CITY OF	WATER UTILITIES, OUTREACH PHARMA KIOSK	214.50
MICHELLE ROMAN	DIRECTOR'S FEES	127.63
MID VALLEY DISPOSAL	WASTE UTILITIES	1,017.54
MKN	DISTRICT LIFT STATION REFURBISHMENT D-4	1,890.00
MOORE TWINING ASSOC. INC.	EXTERNAL LAB SERVICES	181.00
NAPA AUTO PARTS	EQUIPMENT REPAIRS & MAINTENANCE	167.55
NATHAN MAGSIG	DIRECTOR'S FEES	127.63
NELSON'S ACE HARDWARE	EQUIPMENT R&M, BUILD & GROUNDS MAINT.	329.74
NORTH AMERICAN BENEFITS CO	LIFE INSURANCE	423.16
NORTH CENTRAL LABS, INC	LABORATORY SUPPLIES	117.71
PG&E	ELECTRIC UTILITIES	6,099.51
POLYDYNE, INC	CHEMICALS	21,590.90
QUADIENT FINANCE USA, INC.	POSTAGE	500.00
SAN JOAQUIN VALLEY AIR	PERMITS	961.00
SARAH GUERRA	DIRECTOR'S FEES	127.63
SILVAS OIL CO. INC.	FUEL	2,048.85
STEINHAUER, KAREN	LABORATORY SUPPLIES	26.50
STREAMLINE	INFORMATION SYSTEMS	400.00
SYNCB/AMAZON	INFORMATION SYSTEMS	1,910.21
TECHNICAL SAFETY SERVICES, INC	LABORATORY SUPPLIES	576.00
TELSTAR INSTRUMENTS, INC.	EQUIPMENT REPAIRS & MAINTENANCE	651.25
THE GAS CO	GAS UTILITIES	598.27
TOSHIBA FINANCIAL SERVICES	COPIER LEASES	658.33
UNWIRED BROADBAND, INC.	COMMUNICATIONS	749.99
VERIZON WIRELESS	COMMUNICATIONS	1,169.96
WATER ENVIRONMENT FEDERATION	MEMBERSHIPS	332.00

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SKF COUNTY SANITATION DISTRICT  
 CASH ACTIVITY REPORT  
 Month: JANUARY  
 Fiscal Year: 2021-22

Cash Account Description	End of Month Cash Balance as of June 30, 2021	End of Month Cash Balance 1/31/2022
Cash in Treasury: Operations & Maintenance	\$ 4,849,753.43	\$ 6,145,707.77
Cash in Bank: Operations & Maintenance	\$ 29,164.97	\$ 27,549.68
Cash in Bank: Payroll	\$ 202.85	\$ 203.10
Petty Cash	\$ 700.00	\$ 700.00
Total Operations & Maintenance	\$ 4,879,821.25	\$ 6,174,160.55
Cash in County Treasury:Expansion	\$ 3,355,773.82	\$ 4,266,969.05
Cash in County Treasury: R&R	\$ 2,916,929.82	\$ 2,475,266.41
Cash in County Treasury:Selma	\$ 2,086,379.20	\$ 2,035,896.23
Cash in County Treasury:Kingsburg	\$ 2,948,693.41	\$ 3,028,029.83
Cash in County Treasury:Fowler	\$ 1,614,363.12	\$ 1,626,016.12
Total Cash Balance	\$ 17,801,960.62	\$ 19,606,338.19

**RESOLUTION NO. 2022-07**

**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 January 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 10th day of February 2022.**

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Chairwoman  
Michelle Roman

ATTEST

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Ben Muñoz, Jr., Secretary to Board