

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

MINUTES OF THE SPECIAL BOARD MEETING OF DIRECTORS

SEPTEMBER 14, 2022

CALL TO ORDER AND ROLL CALL

The Board Meeting of the Selma-Kingsburg-Fowler County Sanitation District was called to order at 3:33 p.m. by Chairwoman Roman.

DIRECTORS

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

STAFF and CONSULTANTS

Veronica Cazares, Interim General Manager/Secretary
Alicia Kirk, Executive Assistant to the G.M.
Tricia Miller, Administrative Services/HR Manager
Craig Perry, Plant Operations Supervisor
David Bacon, Information Systems Analyst
Hilda Cantu-Montoy, General Counsel

APPROVAL OF AGENDA

There being no comment from the public, a motion to approve the agenda of the Special Board meeting of September 14, 2022, was made by Director Mendes and seconded by Director Parra and approved by the following vote:

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

NO:

ABSENT:

PUBLIC FORUM

SKF Operator Paul Lopez asked the Board for a status update on the Ad Hoc Committee meeting with Staff regarding the retention of employees at the District. Chairwoman Roman explained that during Public Forum, the Board cannot address back issues. She said that someone would follow-up with him.

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 July 14, 2022. (p.1)
- B. Minutes of Special Board Meeting July 8, 2022. (p.5)
- C. Draft Minutes of PAC Meeting July 21, 2022. (p.7)
- D. Warrant List Reports of July 6, 2022, July 20, 2022, July 25, 2022, August 3, 2022, August 17, 2022, August 31, 2022. (p. 10)
- E. Cash Activity Report of, July 31, 2022, August 31, 2022. (p.16)
- F. Adoption of Resolution No. 2022-21 Reauthorizing Remote Teleconference Public Meetings by the Board of Directors and subsidiary standing committees in Accordance with Assembly Bill 361. (p.20) *Staff Report Prepared By: Interim General Manager, Veronica Cazares*

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

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

UNFINISHED BUSINESS

None

NEW BUSINESS

- A. Subject: Woods Family Farms Request to Extend Ground Five Ground Lease Agreements of District Properties (APN 393-330-11T, 393-211-04s, 393-211-07T, 393-211-09T, 393-211-15T). (p.24)

Recommendation:

- (1) Approval of extension of Ground Lease Agreements to 2042 and consolidation of five ground leases to one Ground Lease Agreement with new rental amounts commencing on 9/1/27 and other terms to remain the same; and
- (2) Authorization for Interim General Manager Cazares to execute the new Consolidated Ground Lease Agreement.

The continued farming of the District owned parcels benefits the District in that staff hours and equipment are not devoted to maintaining the property. It was asked and answered that should the District need to use any of the leased land, it is in the contract that we may do so at our [SKF] discretion.

There being no comment from the public, a motion to approve the request to extend the Ground Lease of the five properties into the year 2042 to Woods Family Farms was made by Director Mendes, and seconded by Director Guerra and approved by the following vote:

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

B. Subject: Award of Contract for In-Plant On-Call General Engineering Services to Herwit Engineering (p.27)

Recommendation:

(1) Approve three-year agreement with Herwit Engineering for on call engineering services for a not to exceed amount of \$210,000; and

(2) Authorize Interim General Manager Cazares to execute the agreement

It was asked how we [SKF] advertised this Request for Proposal? (RFP) Chief Plant Operator Craig Perry let the Board know that it had been placed in Tulare County Builders Exchange and in Central Cal Building Exchange for five weeks. General Counsel approved the language of the RFP before publishing. No other firms than Herwit responded.

There being no comment from the public, a motion to award the Contract for In-Plant On -Call General Engineering Services to Herwit Engineering for services in the amount and not to exceed \$210,000, was made by Director Parra, and seconded by Director Mendes, and approved by the following vote:

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

CLOSED SESSION

- A. Conference with Legal Counsel Determining whether to initiate litigation (Government Code Section 54956.9 (d) (4))
One Case (Four Board Members were present, 5th Member Daniel Parra recused himself)

- B. Conference with Legal Counsel Existing Litigation (Government Code section 54956.9 subdivision (d)(1))

Grievance Arbitration Between International Union of Operating Engineers Stationary Local 39 and SKF Regarding Certification Pay. (All Board Members were present)

Closed Session began at 3:47 pm. Item B was discussed first, as Board Member Daniel Parra participated. Item A was then discussed, Board Member Daniel Parra recused himself, as it is a conflict of interest. Board Member Parra exited the Board Meeting.

RECONVENE OPEN SESSION

Open Session began at 4:21 pm. There was nothing to report out from Closed Session.

BOARD MEMBER COMMUNICATION/AGENDA ITEMS

Kingsburg will host their annual Crayfish Festival located in Downtown on Saturday September 17th, 2022.

INTERIM GENERAL MANAGER REPORTS

- A. SKF held a PAC meeting on July 21, 2022. Interim GM Veronica gave this as an information item. The next quarterly PAC meeting will be held on October 20th, 2022 at 10:00am.
- B. The VROP students will be giving a presentation at the Selma Unified School District Board of Trustees meeting on August 22, 2022, highlighting the summer program they attended. Chief Plant Operator Craig attended this. SKF was presented with a plaque that shares the years the District has collaborated with VROP.
- C. Interim GM Veronica Cazares let the Board and Public know that she [Veronica] and Chairwoman Roman would be scheduling a meeting regarding the Ad Hoc committee.

ADJOURNMENT

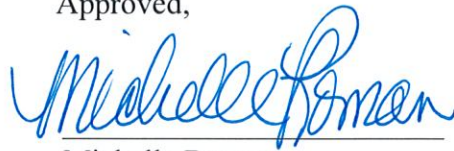
There being no further business to come before the Board, Chairwoman Roman declared the meeting adjourned on a motion made by Director Mendes and seconded by Director Magsig and approved by a unanimous voice vote at 4:23 pm.

Respectfully submitted,



Veronica Cazares Interim General Manager/
Secretary of the Board

Approved,



Michelle Roman
Chairwoman of the Board