

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

MINUTES OF THE BOARD MEETING OF DIRECTORS

MARCH 14, 2024

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 Chairman Mendes

DIRECTORS

Nathan Magsig (P)
Dan Parra (A)
Vince Palomar (P)
Scott Robertson, Vice Chair (P)
Buddy Mendes, Chairman (P)

STAFF AND CONSULTANTS

Veronica Cazares, General Manager/Secretary
Alicia Kirk, Executive Assistant to the G.M.
Tricia Miller, Administrative Services/HR Manager
Hilda Cantú-Montoy, General Counsel
David Bacon, Information Systems Analyst
Theresa Jurotich, Raftelis Financial, Inc.

BOARD REORGANIZATION

A. Nominations and Election of Chairperson

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

AYE: Directors Magsig, Palomar, Vice Chair Robertson, Chairman Mendes
NO:
ABSENT: Director Parra
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 Scott Robertson as Vice-Chairman was made by Director Mendes, seconded by Director Paloma, and approved by a unanimous voice vote:

AYE: Directors Magsig, Palomar, Vice Chair Robertson, Chairman Mendes
NO:
ABSENT: Director Parra

ABSTAIN:

APPROVAL OF AGENDA

There being no comment from the public, a motion to approve the agenda of the Board meeting of March 14, 2024, was made by Director Palomar and seconded by Director Magsig and approved by a unanimous voice vote:

AYE: Director Magsig, Palomar, Vice Chair Robertson, Chairman Mendes

NO:

ABSENT: Director Parra

ABSTAIN:

PUBLIC FORUM

Mason Parkinson, a resident of Kingsburg recently purchased a property at 11479 E Stroud Avenue, Kingsburg. He inquired about building a fence and needed to know if it is his or the District's. He gave his name and number to Alicia Kirk, and General Manager Cazares will reach out to him.

CONSENT CALENDAR

Items placed on the consent calendar are 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 January 11, 2024, Regular Board Meeting *(p. 1)*
- B. Warrant List Reports of January 3, 2024, January 17, 2024, January 19, 2024, and January 31, 2024, February 14, 2024, February 28, 2024 *(p. 6)*
- C. Cash Activity January 31, 2024, February 29, 2024 *(p. 12.)*

There being no comment from the public, a motion to approve the consent calendar was made by Director Robertson and seconded by Director Palomar and approved by a unanimous voice vote:

AYE: Director Magsig, Palomar, Vice Chair Roberston, Chairman Mendes

NO:

ABSENT: Director Parra

ABSTAIN:

NEW BUSINESS

- A. Subject: Sewer Rate Study. The Board will consider the Sewer Rate Study prepared by Raftelis Financial Inc. and initiation of the Proposition 218 Process. *(p.16)*

Recommendation: That the Board adopt Resolution 2024-06 Authorizing The Commencement of the Proposition 218 Process for Sewer Service Charges for Fiscal Years 2024-2025 Through 2029-2030 and Setting the Time and Place for a Public Hearing on the Proposed Increase of Sewer Service Charges.

The Board considered an increase in its rates for sewage service per year per equivalent single-family residence (ESFR) for the next five fiscal years. The proposed rate increases were calculated by the District in order to evenly spread applicable costs amongst sewer users according to the cost of providing service to the users.

There being no comment from the public, a motion to adopt Resolution 2024-06 Setting the Time and Place for a Public Hearing on the Proposed Increase of Sewer Service Charges was made by Director Magsig and seconded by Director Robertson and approved by a unanimous voice vote:

AYE: Director Magsig, Palomar, Vice Chair Robertson, Chairman Mendes

NO:

ABSENT: Director Parra

ABSTAIN:

- B. Subject: Request for Proposal: Engineering Design Services For Fiscal Year 2024 Sewer Improvements in Kingsburg and Fowler *(p.20)*

Recommendation: That the Board approve an agreement with MKN and Associates for design services in the amount of \$144,338, approve a contingency in the amount of \$20,000, and authorize the General Manager to execute the agreement.

A request for proposals was sent out for sewer improvements in the member cities of Kingsburg and Fowler. The RFP's were advertised on 1/15/2024 and 1/17/2024. Two responses were received. Staff recommends accepting the scope of services from MKN. These projects are Alley Sewer Improvements and satisfy the District's agreement with member cities to operate and maintain the existing collection system.

There being no comment from the public, a motion to approve an agreement with MKN and associates for design services in the amount of \$144,338, approve a contingency in the amount of \$20,000, and authorize the General Manager to execute the agreement with Staff recommendation and public comment was made by Director Magsig, and seconded by Director Palomar and approved by a unanimous voice vote:

AYE: Director Magsig, Palomar, Vice Chair Robertson, Chairman Mendes

NO:

ABSENT: Director Parra

ABSTAIN:

- C. Subject: Consider Re-scheduling Regular Meeting of April 11, 2024. (p.43)

Recommendation: That the Board re-schedule the regular meeting of April 11, 2024, to April 4, 2024 at 3:30 PM or provide other dates so that the General Manager may attend the awards ceremony honoring the District for the CWEA Collection System of the year.

General Manager Cazares and Staff from Collections and Maintenance would like to attend the award luncheon in Sacramento to be held on April 11th which is the same day of the April SKF Board of Directors regular meeting. At this time April 4th at 4:00 p.m. is the tentative date for the Board Meeting. It was noted that the Budget and CIP will need to be addressed at the next PAC meeting which will be scheduled as soon as possible.

BOARD MEMBER COMMUNICATION/AGENDA ITEMS

Vice Chairman Robertson inquired about the Joint meeting with Selma City Council and the SKF Board Members. It will be on March 26, 2024, at 9:00am in Selma Council Chambers. SKF staff and the Selma City Manager's office will work jointly on the Agenda.

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 2023 by Monday, April 1, 2024.
- B. CWEA Annual Awards and Installation of Officers Banquet was held on Friday, January 26, 2024, at Pardini's in Fresno. The District received the Collection System of the Year, Laboratory Person of the Year, Collection Systems Person of the Year.
- C. Annual Chamber Mixer will be held on Wednesday, March 20, 2024, at 5:00 pm here in the District Board room.
- D. Suggestion of scheduling Chairperson's Barbeque for 2024.

These items are informational.

CLOSED SESSION

- A. Public Employee Performance Evaluation pursuant to Government Code Section 54957
Title: General Manager Government Code Section 54957
- B. Conference with Labor Negotiators pursuant to Government Code Section 54957.6
Agency Designated Representatives: Board Chair and Vice-Chair
Unrepresented Employee: General Manager

Closed Session began at 4:17 p.m.

RECONVENNE OPEN SESSION

Open Session began at 4:55 p.m. There was no reportable action.

ADJOURNMENT

There being no further business to come before the Board, Chairman Mendes declared the meeting adjourned on a motion made by Director Robertson, and seconded by Director Palomar, and approved by a unanimous voice vote at 4:55 p.m.

Respectfully submitted,



Veronica Cazares, General Manager

Approved,



Buddy Mendes, Chairman of
the Board