

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

REGULAR MEETING OF BOARD OF DIRECTORS

NOVEMBER 14, 2024

4:00 P.M.

11301 E. Conejo Avenue, Kingsburg, CA 93631

1. CALL TO ORDER AND ROLL CALL

DIRECTORS

Nathan Magsig

Juan Mejia

Vince Palomar

Scott Robertson, Vice Chair

Buddy Mendes, Chairman

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

Craig Perry, Chief Plant Operator

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 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 24, 2024, Board Meeting. (p.1)

B. Warrant List Reports of October 9, 2024, and October 23, 2024 (p.4)

C. Cash Activity Report of October 31, 2024 (p.8)

- D. Subject: Consider adoption of the Amended Section 125 Premium Only Plan for Calendar Year 2025. (p.9)

Recommendation: That the Board adopt Resolution No. 2024-17, A Resolution of the Selma-Kingsburg-Fowler County Sanitation District Board of Directors Adopting the Amended Section 125 Premium Only Plan for Calendar Year 2025.

5. NEW BUSINESS

- A. Subject: Bid Results SKF Selma Sewer Rehabilitation Project and Award of Contract (p.13)

Recommendation: That the Board approve contract award to JT2 Inc. DBA Todd Companies in the amount of total base bid of \$1,088,750.00 and contingencies in the amount of \$50,000 for a total amount of \$1,138,750.00 and authorize the General Manager to execute agreement.

- B. Subject: Consider Purchase of Generator Per Result of Request for Quotes Generator 200 amp. (p.15)

Recommendation: That the Board of Directors approve the purchase of the Generator in the amount of \$134,394.00 from Telstar Instruments Inc. and authorize the General Manager to issue purchase order and execute the necessary agreement.

6. BOARD MEMBER COMMUNICATION/AGENDA ITEMS

7. GENERAL MANAGER REPORTS

8. ADJOURNMENT

Motion to Adjourn

Next Regular Meeting: Thursday, December 12, 2024, at 4:00 p.m.

Next Ordinance: 2024-03

Next Resolution 2024-18

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

ADA COMPLIANCE AND REASONABLE ACCOMMODATIONS POLICY. The District has adopted a Reasonable Accommodations Policy that provides a procedure for receiving and resolving requests for accommodation to participate in this meeting. If you need assistance in order to attend the Board of Directors meeting, or if you require auxiliary aids or services, e.g., hearing aids or signing services to make a presentation to the Board, the Board is happy to assist you. Please contact the District Office at (559)897-6500 Extension 213 so such aids or services can be arranged. Requests may also be made by email to the Executive Assistant to the General Manager at: akirk@skfcsd.org or can be sent by US Mail to: Alicia Kirk, PO BOX 158, Kingsburg, CA 93631. Accommodations should be requested as early as possible as additional time may be required in order to provide the requested accommodation; 72 hours in advance is suggested.

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

MINUTES OF THE BOARD MEETING OF DIRECTORS

OCTOBER 24, 2024

CALL TO ORDER AND ROLL CALL

The Board Meeting of the Selma-Kingsburg-Fowler County Sanitation District was called to order at 3:31 pm. by Chairman Mendes

DIRECTORS

Nathan Magsig (P)
Juan Mejia (P)
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
Craig Perry, Chief Plant Operator
David Bacon, Information Systems Analyst

APPROVAL OF AGENDA

There being no comment from the public, a motion to approve the agenda of the Board meeting of October 24, 2024, was made by Director Robertson seconded by Director Magsig and approved by a unanimous voice vote:

AYE: Directors Magsig, Mejia, Palomar, Vice Chair Robertson, Chairman Mendes

NO:

ABSENT:

ABSTAIN:

PUBLIC FORUM

None

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 September 12, 2024, Board Meeting. (p.1)

B. Warrant List Reports of September 11, 2024, and September 25, 2024 (p.5)

C. Cash Activity Report of September 30, 2024 (p.9)

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

AYE: Directors Magsig, Mejia, Palomar, Vice Chair Robertson, Chairman Mendes

NO:

ABSENT:

ABSTAIN:

NEW BUSINESS

- A. Subject: Consideration of Amendment No. 1 to Consulting Services Agreement with MKN and Associates for CCTV Inspection and Review. (p.11)

Recommendation: That the Board approve Amendment No. 1 to the Consulting Services Agreement with MKN and Associates for an additional cost of \$7,089.20 for the Fiscal Year 2023-2024 services and extending the Agreement for one year to conduct Fiscal Year 2024-2025 CCTV Inspection and Review for a not to exceed amount of \$155,000 and authorize the General Manager to execute the necessary agreements.

Preventative maintenance costs for the three cities comes out of their respective Repair and Maintenance funds the District holds. GM Cazares had been in contact with City of Selma Engineer David Horn addressing Selma's CCTV questions and concerns. The day-to-day maintenance of the collection system is administered by SKF Collections staff. At this time, it was said that any of Selma's concerns should be brought to the representative of the city who is Vice Chairman Robertson.

There being no comment from the public, a motion to approve the Amendment No. 1 to Consulting Services agreement with MKN and Associates was made by Director Palomar and seconded by Director Mejia, and approved by the following vote:

AYE: Directors Magsig, Mejia, Palomar, Vice Chair Robertson, Chairman Mendes

NO:

ABSENT:

ABSTAIN:

- B. Subject: Consideration of Amendment No. 1 to Consulting Services Agreement with MKN and Associates for the Sewer Improvements Between McCall/Wright & Stillman/Tulare/Merced. (p.14)

Recommendation: That the Board approve Amendment No. 1 to Agreement increasing the compensation amount by \$20,000 and authorize the General Manager to execute the necessary agreements.

There have been some construction constraints in the alleys as well as some overhead powerlines and fences that have caused some delays. The District is currently in the bid process for this project. It will entail cured in place pipe, with which MKN has considerable knowledge. The City of Selma Engineer requested an access agreement before doing any work as some of the line is under resident homes. The funds for any overages come out of refurbishment and replacement fund.

There being no comment from the public, a motion to approve Amendment No. 1 to Agreement increasing compensation amount by \$20,000 and authorize the General Manager to execute the necessary agreements was made by Director Robertson and seconded by Director Palomar and approved by the following vote:

AYE: Directors Magsig, Mejia, Palomar, Vice Chair Robertson, Chairman Mendes
NO:
ABSENT:
ABSTAIN:

BOARD MEMBER COMMUNICATION/AGENDA ITEMS

Director Magsig asked if anyone in the District had even been approached about companies paying to have billboard advertising on District owned land. This could be a good revenue which could help lower rates. The City of Fresno has done something similar with a company called Out Front Media.

GENERAL MANAGER REPORTS

GM Cazares let the Board know that the Winter CASA Conference is in January in Palm Springs. GM Cazares just received the Collection System Master Plan; she will begin having meetings with the Cities.

ADJOURNMENT

There being no further business to come before the Board, Chairman Mendes declared the meeting adjourned on a motion made by Director Magsig and seconded by Director Palomar and approved by a unanimous voice vote at 3:57 p.m.

Respectfully submitted,

Approved,

Veronica Cazares, General Manager

Buddy Mendes, Chairman of the Board

**SELMA-KINGSBURG-FOWLER
COUNTY SANITATION DISTRICT
October 09, 2024
WARRANT LIST**

ALERT O LITE, INC.	EQUIPMENT MAINTENANCE	736.05
ACCOUNTING SYSTEMS INC	INFORMATION SYSTEMS	375.00
ALICIA KIRK	TRAVEL & TRAINING REIMBURSEMENT	38.14
AMAZON CAPITAL SERVICES	OUTREACH SUPPLY	31.58
AMERICAN EXPRESS	OUTREACH SUPPLY, TRAVEL & TRAINING, INFORMATION SYSTEMS	1,370.83
APPLIED INDUSTRIAL TECH CA-LLC	EQUIPMENT MAINTENANCE	5,485.79
ARNOLD, STEPHEN	RETIREE HEALTH REIMBURSEMENT	184.72
BOOT BARN HOLDINGS INC.	SAFETY SHOES	1,151.93
BSK ASSOCIATES	EXTERNAL LAB SERVICES	1,370.00
CALIFORNIA DEPARTMENT OF TAX & FEE ADMIN	USE TAX	1,500.00
CALIFORNIA WATER SERVICE	WATER UTILITIES	19.51
CALPERS	RETIREMENT	48,339.83
CASH	PETTY CASH REIMBURSEMENTS	395.39
CDW GOVERNMENT, INC.	INFORMATION SYSTEMS	16.93
CENTRAL VALLEY CULLIGAN, INC.	DRINKING WATER	243.25
CINTAS CORPORATION NO.2	AED RENTAL AGREEMENT	284.42
CLEAN WATERS INC.	CHEMICALS	494.05
COMCAST	COMMUNICATIONS	180.91
DAVID MICHEL	RETIREE HEALTH REIMBURSEMENT	184.72
DKF SOLUTIONS GROUP, LLC	PROF.SERVICES - MED & SAFETY	470.00
ECS HOUSE INDUSTRIES, INC.	EQUIPMENT MAINTENANCE	7,987.67
ELIDIO SILVA	EQUIPMENT MAINTENANCE	1,769.29
ESSENTIAL ELECTRIC	EQUIPMENT MAINTENANCE	1,349.75
GARY HELM	RETIREE HEALTH REIMBURSEMENT	184.72
HD SUPPLY INC	SAFETY SUPPLIES, EQUIPMENT MAINTENANCE	890.98
HOME DEPOT CREDIT SERVICES	OFFICE SUPPLIES, BUIDLING & GOUNDS MAINT.	215.18
JAIME RUIZ	RETIREE HEALTH REIMBURSEMENT	184.72
JAMES HORNE	RETIREE HEALTH REIMBURSEMENT	184.72
JIM OLINGER	RETIREE HEALTH REIMBURSEMENT	184.72
JIMMY GARCIA	RETIREE HEALTH REIMBURSEMENT	410.87
KINGSBURG, CITY OF	PHARMA KIOSK OUTREACH, WATER UTILITIES	238.25
LUCERO, JULIAN	RETIREE HEALTH REIMBURSEMENT	184.72
MID VALLEY DISPOSAL	WASTE UTILITIES	150.00
MONTOY LAW CORPORATION	PROFESSIONAL LEGAL SERVICES	739.50
MOORE TWINING ASSOC. INC.	EXTERNAL LAB SERVICES	361.00
MORGAN BROTHERS INC	PEST CONTROL	155.00
NAPA AUTO PARTS	BUILDING & GROUNDS MAINTENANCE	12.22
NELSON'S ACE HARDWARE	BUILDING & GROUNDS MAINTENANCE, CHEMICALS	123.10
NEW ENGLAND SHEET METAL & MECHANICAL CO.	EQUIPMENT MAINTENANCE	4,360.93
PBM SUPPLY & MFG. INC	EQUIPMENT MAINTENANCE	95.35
PG&E	ELECTRIC UTILITIES	1,420.08
PROCLEAN SUPPLY	BUILDING & GROUNDS MAINTENANCE, OFFICE SUPPLIES	4,015.93
ROBERT CURRIE	RETIREE HEALTH REIMBURSEMENT	184.72
SALLY RODRIGUEZ	RETIREE HEALTH REIMBURSEMENT	184.72
SAN JOAQUIN VALLEY AIR	PERMITS	129.00
SARA J. STAUNTON	RETIREE HEALTH REIMBURSEMENT	184.72
SCOUT SPECIALTIES INC.	EQUIPMENT MAINTENANCE	116.22
SELMA, CITY OF	PHARK KIOSK - OUTREACH	4 347.50

SILVAS OIL CO. INC.
 STAPLES BUSINESS CREDIT
 STEVE JENSEN
 TELETRAC NAVMAN US LTD.
 TELSTAR INSTRUMENTS, INC.
 THE BUSINESS JOURNAL
 T-MOBILE USA INC.
 TOSHIBA FINANCIAL SERVICES
 TRANSWESTERN INS ADMIN
 TRICIA D. MILLER
 UNDERGROUND SERVICE ALERT
 UNWIRED BROADBAND, INC.
 VESTIS
 WOODS FAMILY FARMS LLC
 WORKFORCE GO!

FUEL	1,812.67
OFFICE SUPPLIES	266.31
RETIREE HEALTH REIMBURSEMENT	167.79
COMMUNICATIONS	1,345.48
EQUIPMENT MAINTENANCE	9,236.87
NOTICE ADVERTISEMENTS	780.00
COMMUNICATIONS	1,106.09
COPIER LEASES	758.46
DENTAL / VISION INSURANCE	1,310.62
WELLNESS PROGRAM REIMBURSEMENT	40.00
MEMBERSHIPS	7,514.02
COMMUNICATIONS	749.99
UNIFORMS, MATS, MOPS, TOWELS	1,690.54
RENTAL PROPERTY REFUND	2,214.46
INFORMATION SYSTEMS	20.82

MAS 200 Total Checks

\$118,252.75

**SELMA-KINGSBURG-FOWLER
COUNTY SANITATION DISTRICT
October 23, 2024
WARRANT LIST**

ALVARO VILLA	SAFETY SHOES REIMBURSEMENT	225.00
AMAZON CAPITAL SERVICES	EQUIPMENT R&M, INFORMATION SYSTEMS	2,107.08
APPLIED INDUSTRIAL TECH CA-LLC	EQUIPMENT REPAIRS & MAINTENANCE	1,610.21
AQUATIC INFORMATICS INC.	INFORMATION SYSTEMS	3,670.80
AT&T MOBILITY	COMMUNICATIONS	151.53
AT&T/CALNET 3	COMMUNICATIONS	150.54
BACON, DAVID	INFORMATION SYSTEMS REIMBURSEMENT	54.20
BOOT BARN HOLDINGS INC.	SAFETY SHOES	336.80
BSK ASSOCIATES	EXTERNAL LAB SERVICES	424.00
CALIFORNIA WATER SERVICE	WATER UTILITIES	48.78
CALPERS HEALTH	HEALTH INSURANCE	42,271.39
CDW GOVERNMENT, INC.	INFORMATION SYSTEMS	614.55
CRAIG PERRY	SAFETY SHOES REIMBURSEMENT	225.00
CWEA	MEMBERSHIPS	717.00
DATCO	PROF.SERVICES - MED & SAFETY	258.00
FISHER SCIENTIFIC	LABORATORY SUPPLIES	51.84
FRESNO OXYGEN/BARNES WELDING	EQUIPMENT R&M, SMALL TOOLS	493.86
GAR BENNETT LLC	EQUIPMENT REPAIRS & MAINTENANCE	56.60
GARTON TRACTOR INC.	EQUIPMENT REPAIRS & MAINTENANCE	1,687.57
HOME DEPOT CREDIT SERVICES	BUILDING & GROUNDS MAINTENANCE	30.68
JENSEN & PILEGARD	BUILDING & GROUNDS MAINTENANCE	448.98
KINGSBURG, CITY OF	OUTREACH PHARMA KIOSK	173.75
MID VALLEY DISPOSAL	WASTE UTILITIES	952.36
MOORE TWINING ASSOC. INC.	EXTERNAL LAB SERVICES	321.00
NAPA AUTO PARTS	AUTO MAINTENANCE	145.63
NELSON'S ACE HARDWARE	CHEMICALS,EQUIPMENT MAINTENANCE	405.72
NORTH AMERICAN BENEFITS CO	LIFE INSURANCE	411.42
O'REILLY AUTO PARTS	AUTO MAINTENANCE	11.98
PAPE KENWORTH	AUTO MAINTENANCE	250.96
PARKSON CORPORATION	EQUIPMENT REPAIRS & MAINTENANCE	20,845.67
PG&E	ELECTRIC UTILITIES	142,130.38
PROCLEAN SUPPLY	BUILDING & GROUNDS MAINTENANCE	322.19
PROFESSIONAL COMMUNICATIONS NETWORK	COMMUNICATIONS	60.00
QUADIENT LEASING USA, INC.	POSTAGE MACHINE LEASE	116.18
RANDY CABALLERO	CERTIFICATION FEE REIMBURSEMENT	106.00
RAYMOND MIKE ALANIZ	TRAVEL & TRAINING REIMBURSEMENT	35.47
SILVAS OIL CO. INC.	FUEL	2,194.60
TELSTAR INSTRUMENTS, INC.	EQUIPMENT REPAIRS & MAINTENANCE	6,978.00
THE BUSINESS JOURNAL	PRINTING - ADVERTISING	682.50
THE GAS CO	GAS UTILITIES	72.60
TRANSWESTERN INS ADMIN	DENTAL / VISION INSURANCE	2,615.37
US STANDARD PRODUCTS CORP	SAFETY SUPPLIES	258.25
VESTIS	UNIFORMS,MATS,MOPS,TOWELS	1,705.30

MAS 200 Total Checks

\$236,429.74

SELMA-KINGSBURG-FOWLER COUNTY SANITATION DISTRICT
WARRANT LIST & SALARY AND FRINGE BENEFIT EXPENDITURE SUMMARY
FOR THE MONTH ENDED OCTOBER 31, 2024

SERVICE AND SUPPLIES EXPENDITURES:

WARRANT LIST ENDING	10/9/2024	\$	118,252.75
WARRANT LIST ENDING	10/23/2024	\$	236,429.74
			354,682.49
TOTAL SERVICE AND SUPPLIES EXPENDITURES			\$ 354,682.49

SALARIES, PERS, TAXES, & HEALTH INSURANCE EXPENDITURES

TOTAL SALARIES PERIOD ENDING:

SALARIES	10/6/2024	\$	106,600.24
EMPLOYER CONTRIBUTIONS (PERS)	10/6/2024	\$	10,694.10
EMPLOYER TAXES	10/6/2024	\$	1,398.68
HEALTH INSURANCE	10/6/2024	\$	15,387.90
			\$ 134,080.92

TOTAL SALARIES PERIOD ENDING:

SALARIES	10/20/2024	\$	106,030.28
EMPLOYER CONTRIBUTIONS (PERS)	10/20/2024	\$	10,694.83
EMPLOYER TAXES	10/20/2024	\$	1,391.98
HEALTH INSURANCE	10/20/2024	\$	15,387.90
			\$ 133,504.99

TOTAL SALARIES, PERS, TAXES, & HEALTH INSURANCE EXPENDITURES			\$ 267,585.92
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	GRAND TOTAL	\$	622,268.41
			622,268.41

SKF COUNTY SANITATION DISTRICT
CASH ACTIVITY REPORT
Month: OCTOBER
Fiscal Year: 2024-25

Cash Account Description	End of Month Cash Balance June 30, 2024	End of Month Cash Balance October 31, 2024
Cash in Treasury: Operations & Maintenance	\$ 5,721,311.82	\$ 4,170,435.98
Cash in Bank: Operations & Maintenance	\$ 28,404.88	\$ 27,860.85
Cash in Bank: Payroll	\$ 111,170.65	\$ 120,157.14
Petty Cash	\$ 700.00	\$ 700.00
Total Operations & Maintenance	\$ 5,861,587.35	\$ 4,319,153.97
Cash in County Treasury:Expansion	\$ 5,601,597.99	\$ 6,417,152.37
Cash in County Treasury: R&R	\$ 7,533,302.44	\$ 7,495,961.31
Cash in County Treasury:Selma	\$ 1,814,835.10	\$ 1,760,322.23
Cash in County Treasury: Selma SWRCB Reserve	\$ 270,991.10	\$ 273,013.31
Total Selma	\$ 2,085,826.20	\$ 2,033,335.54
Cash in County Treasury:Kingsburg	\$ 3,335,437.54	\$ 3,285,848.34
Cash in County Treasury:Fowler	\$ 1,933,409.66	\$ 1,887,792.95
Total Cash Balance	\$ 26,351,161.18	\$ 25,439,244.48

MEMORANDUM

(November 14, 2024, Board Meeting)

To: S-K-F CSD Board of Directors
From: Veronica Cazares, General Manager
Date Prepared: November 5, 2024
Staff Report prepared by Tricia Miller, Administration Services/HR Manager

Agenda Item: 4-D
Action: Motion

SUBJECT:

Consider adoption of the Amended Section 125 Premium Only Plan for Calendar Year 2025

RECOMMENDATION:

That the Board adopt Resolution No. 2024-17, A Resolution of the Selma-Kingsburg-Fowler County Sanitation District Board of Directors Adopting the Amended Section 125 Premium Only Plan for Calendar Year 2025.

EXECUTIVE SUMMARY:

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. 2024-17 authorizes the 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. 2024-17, A Resolution of

the Selma-Kingsburg-Fowler County Sanitation District Board of Directors Adopting the Amended Section 125 Premium Only Plan for Calendar Year 2025.

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. 2024-17

RESOLUTION NO. 2024-17

RESOLUTION OF THE SELMA-KINGSBURG-FOWLER COUNTY SANITATION DISTRICT BOARD OF DIRECTORS ADOPTING THE AMENDED SECTION 125 PREMIUM ONLY PLAN FOR CALENDAR YEAR 2025

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, Health Equity, 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, 2025. Attached hereto as Exhibit A are the Plan Document, Summary Plan Description and Adoption Agreement.

SECTION 2. The Board authorizes the 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 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. 2024-17 was adopted on November 14, 2024, on a motion duly made, seconded, and approved as follows:

DIRECTOR MAGSIG _____

DIRECTOR MEJIA _____

DIRECTOR PALOMAR _____

VICE CHAIR ROBERTSON _____

CHAIRMAN MENDES _____

WHEREUPON, the Chairman declared the foregoing Resolution No. 2024-17 adopted.

Veronica Cazares,
Secretary of the Board of Directors
SELMA-KINGSBURG-FOWLER
COUNTY SANITATION DISTRICT

MEMORANDUM

(November 14, 2024, Board Meeting)

To: S-K-F CSD Board of Directors
From: Veronica Cazares, General Manager
Date Memo Prepared: November 5, 2024

Agenda Item: 5-A
Action: Motion

SUBJECT:

Bid Results SKF Selma Sewer Rehabilitation Project and Award of Contract

RECOMMENDATION

That the Board approve contract award to JT2 Inc. DBA Todd Companies in the amount of total base bid of \$1,088,750.00 and contingencies in the amount of \$50,000 for a total amount of \$1,138,750.00 and authorize the General Manager to execute agreement.

EXECUTIVE SUMMARY

The project is a multiple year project and design started in FY24. A notice inviting bids was issued on October 4, 2024. Sealed bids were received at the District office on October 29, 2024, at 2:00 PM. Three bids were received, and the base bids ranged from \$1,088,750.00 to \$1,224,006.00. The General Manager also requests authorization for a project contract contingency of \$50,000.

The project consists of cured in place pipe (CIPP) for 1,802 linear feet of sewer and 496 linear feet of sewer replacement in Selma (alley between Wright/McCall and Tulare/Merced). This project was extended by approximately 165 linear feet of pipe to reach the manhole on High Street (end of sewer main).

The amount of the contract is above the Engineer's Estimate. This is based primarily on the backfill, surface restoration, CCTV and cleaning prior to the install of the CIPP amounts being higher than estimates. The increased cost is covered by reserve funds.

The District has worked with JT2 Inc. DBA Todd Companies on past projects. See Attachment for the list of bid results.

Attachments: Bid Results

BID RESULTS

Walsh Montgomery (Clovis CA)	Dawson- Mauldin(Selma CA)	JT2 DBA Todd Companies (Visalia CA)	Engineer's Estimate	FY 24 Budget
\$1,224,006.00	\$1,217,480.00	\$1,088,750.00	\$1,019,541	\$ 649,000.00

MEMORANDUM

(November 14, 2024, Board Meeting)

To: S-K-F CSD Board of Directors
From: Veronica Cazares, General Manager
Staff Report Prepared By: Craig Perry, Plant Operations Manager
Date Prepared: November 3, 2024

Agenda Item: 5-B
Action: Motion

SUBJECT:

Consider Purchase of Generator Per Result of Request for Quotes Generator 200 amp

RECOMMENDATION:

That the Board of Directors approve the purchase of the Generator in the amount of \$134,394.00 from Telstar Instruments Inc. and authorize the General Manager to issue purchase order and execute the necessary agreement.

EXECUTIVE SUMMARY

Due to recent upgrades at District lift stations the need for a larger capacity emergency generator is required to prevent service interruptions and maintain continuity of District operations. The Generac MDG150DF4 was specifically chosen with input from collections/maintenance staff for trailer size, power capacity and ease of use. Quotes were sourced from local authorized retailers with the ability to train staff onsite and provide warranty services if needed. This will be funded from District Capital Expansion GL# 8083-203-01 FY 25. The budget amount is \$157,500. The quotes were as follows:

Fernandez Electric and Construction (Lathrop CA):	\$148,000.00
Bogie's Pump Systems (Fresno CA):	\$143,087.44
Telstar Instruments Inc (Hanford CA):	\$134,394.00

This mobile generator from Telstar meets all California and EPA Tier 4 clean diesel requirements and the California Air Resources Board (CARB) phase out plan for large fleets. This generator will be limited to 100 hours annually when not being used for an emergency power situation.