

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

**MINUTES OF THE REGULAR BOARD MEETING OF BOARD
MEETING
FEBRUARY 9, 2023**

CALL TO ORDER AND ROLL CALL

The Board Meeting of the Selma-Kingsburg-Fowler County Sanitation District was called to order at 4:01 p.m. by Vice Chairman Mendes.

DIRECTORS

Nathan Magsig (P)
Sarah Guerra (P)
Juan Mejia (P)
Brandon Pursell (P)
Buddy Mendes, Vice Chair (P)

STAFF and CONSULTANTS

Veronica Cazares, Interim General Manager
Alicia Kirk, Executive Assistant to the G.M.
Hilda Cantú Montoy, General Counsel
Craig Perry, Chief Plant Operator
David Bacon, Information Systems Analyst
Konor Meeks, Telstar Instruments

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 Pursell, seconded by Director Robertson, and approved by the following vote:

AYE: Directors Magsig, Robertson, Mejia, Pursell, Vice Chair Mendes
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 Scott Robertson as Vice-Chairman was made by Director Pursell, seconded by Director Magsig, and approved by a unanimous voice vote:

AYE: Directors Magsig, Robertson, Mejia, Pursell, Chairman Mendes
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 February 9, 2023, was made by Director Pursell and seconded by Director Robertson and approved by the following voice vote:

- AYE: Directors Magsig, Robertson, Mejia, Pursell, 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 January 12, 2023, Regular Board Meeting *(p.1)*
- B. Warrant List Reports of January 5, 2023, and January 18, 2023 and January 27, 2023 *(p.7)*
- C. Cash Activity Report of January 31, 2023 *(p.10)*
- D. Adoption of Resolution No. 2023-06 Reauthorizing Remote Teleconference Public Meetings by the Board of Directors and subsidiary standing committees in Accordance with Assembly Bill 361 *(p.12)*

General Counsel Montoy asked for Item D to be pulled for this matter: In response to the pandemic, the California Legislature previously passed AB 361 to streamline the requirements for teleconference/virtual meetings under the Brown Act during times of local emergency. AB 2449 will replace AB 361. General Counsel Montoy will provide more information if the Board so desires. General Counsel Montoy asked that Item D be withdrawn from the agenda.

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

- AYE: Directors Magsig, Robertson, Mejia, Pursell, Chairman Mendes
- NO:
- ABSENT:
- ABSTAIN:

NEW BUSINESS

A. Subject:

Request for Proposals- Wastewater Treatment Plant Operations SCADA Software Upgrade. (p. 16)

Recommendation:

That the Board of Directors accept the proposal from Telstar Instruments Inc. in the not to exceed amount of \$139,135 and authorize the Interim General Manager to execute the necessary agreements.

RFPs went out and Telstar’s was the most responsive bid. The District Plant is currently being ran on temporary hardware and is prone to failures, therefore a software upgrade is needed. This upgraded software from Telstar, will include the ability to control the plant remotely while maintaining District network security. Remote access to plant conditions will significantly reduce the risk of future sanitary sewer overflow events and the risks involved with operations staff physically responding to the WWTP during off hours. The balance of the project funding will be achieved by postponing the SMART Covers (\$25,000) and Seepex pump refurbishment (\$45,000).

There being no comment from the public, a motion to accept the proposal from Telstar Instruments Inc, in the not to exceed amount of \$139,135 and authorize the Interim General Manager to execute the necessary agreements was made by Director Pursell, and seconded by Director Robertson and approved by a unanimous voice vote:

AYE: Directors Magsig, Robertson, Mejia, Pursell, Chairman Mendes

NO:

ABSENT:

ABSTAIN:

B. Subject:

Coordination of Design and Installation of New Barbara Pump Station Wetwell Access and Valve Vault Access Hatch with City of Selma Street Improvement Project and Inclusion of costs in FY 2022-23 Budget (p.18)

Recommendation:

That the Board of Directors (1) authorize staff to coordinate with the City of Selma’s Competitive Bid Process for the Barbara Street Project to allow for the design and replacement of Barbara Pump Station Wetwell Access and Valve Vault Access Hatch; (2) authorize reimbursement to the City of Selma in the estimated amount of \$117,500 for design and installation services; and (3) authorize including the costs of this project in the FY 2022-23 Budget.

The City of Selma will be reconstructing Barbara Street from Wright Street to McCall Avenue and from McCall Avenue to Mulberry Street. The City of Selma will engage in a competitive bid process for the Barbara Street Project which will commence in the next few weeks. It was

said that the estimate for replacement and design services for this work is \$117,500. This will affect only the Selma Collection Systems Capital R&R fund by the cost of the project. Staff will bring back to the Board for approval the final cost of the work if the estimate is exceeded. Under this recommendation, the District would be utilizing a purchasing practice commonly referred to as “piggyback” purchasing. So long as the City engages in a competitive bid process, it is permissible for the District to coordinate with the City of Selma to get the work done. SKF Engineering Department is already being proactive in coordinating with Selma’s Engineering Department.

There being no comment from the public, a motion to approve Coordination of Design and Installation of New Barbara Pump Station Wetwell Access and Valve Vault Access Hatch with City of Selma Street Improvement Project and Inclusion of costs in FY 2022-23 Budget was made by Director Mejia, and seconded by Director Pursell and approved by a unanimous voice vote:

AYE: Directors Magsig, Robertson, Mejia, Pursell, Chairman Mendes

NO:

ABSENT:

ABSTAIN:

BOARD MEMBER COMMUNICATION/AGENDA ITEMS

None

INTERIM 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 2022 by Friday, April 3, 2023.

This item is informational only

B. CWEA Annual Awards and Installation of Officers Banquet was held on Friday, February 3rd, 2023, at The Painted Table in Fresno. The District received the Plant of the Year and Public Outreach award.

This item is informational only

C. Annual Chamber Mixer will be held on Wednesday, March 15, 2023, at 5:30 pm here in the District Board room.

Board Members are invited to attend.

D. Suggestion of scheduling Chairperson’s Barbeque for 2023.

The Chairman's Barbeque has been scheduled for Wednesday, March 29th in the District Board Room.

CLOSED SESSION

- A. Public Employee Appointment pursuant to Government Code Section 54957
Title: General Manager
- B. Conference with Labor Negotiators pursuant to Government Code Section 54957.6
District Designated Representatives: Vice Chair Mendes and General Counsel Montoy
Unrepresented Employees: General Manager Candidates

Closed Session began at 4:18 p.m.

RECONVENNE OPEN SESSION

Open Session began at 4:39. General Counsel Montoy reported out that the Board of Directors met in Closed Session and all members were present. The Board directed General Counsel Montoy to finalize the at will employment agreement with one of the candidates and this item will be on the March 9, 2023, Agenda.

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 Robertson, and approved by a unanimous voice vote at 4:40 p.m.

Respectfully submitted,



Veronica Cazares, Interim
General Manager

Approved,



Buddy Mendes, Chairman of
of the Board