

**1. CALL TO ORDER**

President Yoder called the meeting to order at 7:00 pm.

**2. ROLL CALL**

Directors Present: Rebecca Yoder, Ken Colson, Rene Prupes, Procopio Sclafani  
Directors Absent: Michelle Kaelker-Boor (Excused Absence)  
Counsel Present: None  
Staff: Benjamin Porter (District Manager), Richard Tanaka, Mark Thomas  
Visitors: None

**3. APPROVAL OF AGENDA**

**Motion:** To approve the Agenda.

**Move:** Colson                      **Second:** Sclafani

**Board vote:**                      **Ayes,** Yoder, Colson, Prupes, Sclafani  
**Noes,** None  
**Absent,** Kaelker-Boor

**4. PUBLIC COMMENTARY**

- 4.A. Visitor Commentary – None.
- 4.B. Agency Representatives – None.
- 4.C. Board Commentary – None.

**5. CONSENT CALENDAR**

- 5.A. Approval of Minutes from the Regular Meeting of September 18, 2018

**Motion:** To Approve Meeting Minutes from the Regular Meeting of September 18, 2018.

**Move:** Prupes                      **Second:** Sclafani

**Board vote:**                      **Ayes,** Yoder, Colson, Prupes, Sclafani  
**Noes,** None  
**Absent,** Kaelker-Boor  
**Abstain,** None

**6. NEW BUSINESS**

- 6.A. Ethics Training Update.

Manager Porter reported that he had completed the Ethics Training. Director Kaelker-Boor's Ethics Training is due on October 10.

- 6.B. Waste Stream Reduction.

Item was deferred to next meeting.

**7. OLD BUSINESS**

**7.A. Operations Code.**

Board reviewed and discussed the section 1 – 3 of the Operations code. The following items were discussed.

- Property line cleanout vs Building cleanout
- Upper lateral vs lower lateral
- Dwelling unit – Detached vs Attached
- Hotel and Airbnb
- Add formation information
- White Goods and Brown Goods – revise to be consistent with GreenWaste terms

**7.B. Master Plan Update.**

Board and staff discussed the District Master Plan. San Jose Joint Use Agreement and annexation information will be included in the Master Plan. Board also would like to discuss the portion of the West Valley Sanitation District service area adjacent to BSD in a future meeting. Master Plan item will be an ongoing agenda item.

**7.C. San Jose Joint Use Agreement Follow Up.**

Manager Porter presented the exhibit for the updated District map and the annexation history information. Board discussed businesses on San Carlos and parcels still within BSD service area.

**7.D. Recruitment/Replacement of Board Members.**

Manager Porter distributed the memo from the District Counsel related to adding an alternate member to the Board of Directors. Based on its formation, the Board has no authority to add “Alternate” member to the Board of Directors. Board also discussed appointing a resident as District Clerk. District Counsel will be consulted for more information.

**7.E. GreenWaste Recovery, Inc. 1) Education Outreach Follow Up.**

Manager Porter shared YouTube video lineup from GreenWaste with Board. Staff will follow up with GreenWaste for the YouTube presentation.

**8. SUBCOMMITTEE REPORT**

**8.A. Recruitment Subcommittee Update**

No update

**9. HOUSEKEEPING ITEMS**

**9.A. Update on Housekeeping Items.**

No update.

9.B. Agenda Item for next upcoming meeting.

- Waste Stream Reduction
- Operations Code
- Master Plan Update

**10. ADJOURNMENT**

**Motion:** To adjourn meeting at 8:13 pm.

**Move:** Prupes                      **Second:** Colson

**Board vote:**                      **Ayes,** Yoder, Colson, Prupes, Sclafani  
**Noes,** None  
**Absent,** Kaelker-Boor  
**Abstain,** None

Approved: October 16, 2018

Respectfully Submitted,

**Mark Thomas & Company, Inc.**

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Rebecca Yoder, President

District Manager  
Benjamin T. Porter, PE