

1. CALL TO ORDER

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

2. ROLL CALL

Directors Present: Rebecca Yoder, Michelle Kaelker-Boor, Rene Prupes, Procopio Sclafani
Directors Absent: Ken Colson (excused)
Counsel Present: Steven Baird, Atkinson Farasyn LLP (by phone conference)
Staff: Benjamin Porter (District Manager), Richard Tanaka, Mark Thomas
Visitors: None

3. APPROVAL OF AGENDA

Motion: To approve the Agenda.

Move: Kaelker-Boor **Second:** Prupes

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

4. PUBLIC COMMENTARY

- 4.A. Visitor Commentary – None.
- 4.B. Agency Representatives – Manager Porter and Staff Tanaka reported on CASA conference.
- 4.C. Board Commentary – None.

5. CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL –EXISTING LITIGATION
Paragraph (1) of Subdivision (d) of Section 54956.9 Name of Case: County Sanitation District 2-3, West Valley Sanitation District, Cupertino Sanitary District, Burbank Sanitary District and the City of Milpitas v. The City of San Jose, The City of Santa Clara, and Does 1 through 50 inclusive

Closed session discussion commenced at 7:08 pm and ended at 7:26 pm. No reportable action taken at the closed session.

6. CONSENT CALENDAR

- 6.A. Approval of Minutes from the Regular Meeting of January 15, 2019.

Motion: To Approve Meeting Minutes from the Regular Meeting of January 15, 2019 with changes.

Move: Prupes **Second:** Sclafani

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

7. WARRANTS

7.A. Approval of Warrants

1. Mark Thomas (District Management Services and BSD CIPs)
2. First Tech Federal Credit Union (Board of Directors Payroll)
3. Atkinson Farasyn LLP (District Legal Services)

Motion: To Approve three (3) warrants as listed.

Move: Kaelker-Boor

Second: Sclafani

Board vote:

Ayes, Yoder, Kaelker-Boor, Prupes, Sclafani

Noes, None

Absent, Colson

Abstain, None

8. NEW BUSINESS

8.A. Form 700 Filing.

Directors to complete filing Form 700 by April 2. Staff to check with District Counsel to see if the new position, District Clerk is required to file Form 700.

8.B. Annual Spring Clean Up Day.

GreenWaste Recovery has confirmed that they are available on May 18th for the Annual Spring Clean Up Day. Staff to check if the parking lot of Luther Burbank School is available for the Spring Clean Up Day.

Motion: To set May 18, 2019 as Annual Spring Clean Up Day

Move: Prupes

Second: Kaelker-Boor

Board vote:

Ayes, Yoder, Kaelker-Boor, Prupes, Sclafani

Noes, None

Absent, Colson

Abstain, None

8.C. Recycling Crayons Program

Board discussed the recycling crayons program. Staff to provide information to GreenWaste so that they can include the information in their flyer and newsletter mailer.

8.D. District Transparency Certificate of Excellence January 2019-2021.

District has received the District Transparency Certificate of Excellence January 2019-2021.

9. OLD BUSINESS

9.A. Master Plan Update.

Board reviewed and gave comments on Operations Code Chapters 7 and 8.

9.B. City of San Jose – FY2017-18 Third Quarter Credits

Board reviewed and noted the City of San Jose FY2017-18 third quarter reimbursement payment.

9.C. Update on Annual Mainline/Lateral Maintenance.

Annual mainline and lateral maintenance had been completed. Staff will review CCTV and will include any new repairs found from CCTV review as part of the overall District CIP design which is currently underway.

9.D. GreenWaste Recovery, Inc.

9.D.1) Education Outreach Follow Up

GreenWaste to provide a table for Stream Reduction at the Spring Clean Up Day.

9.D.2) Waste Stream Reduction

Board discussed how dish washer and washing machine soap pods could impact the sewer.

9.D.3) Quarterly Report – October – December 2018

Board reviewed and noted the Quarterly Report.

9.D.4) Annual Report 2018

Board reviewed and noted the Annual Report 2018.

9.E. District Clerk Application Update.

Three applications have been received. Staff to prepare questionnaires for Board's review prior to being distributed to three applicants.

10. SUBCOMMITTEE REPORT

10.A. Recruitment Subcommittee Update

No Update

11. HOUSEKEEPING ITEMS

11.A. Update on Housekeeping Items.

To move meeting of March 19 to March 26 and cancel meeting of April 2.

11.B. Agenda Items for upcoming meetings

- Questionnaire for District's clerk position

12. ADJOURNMENT

Motion: To adjourn meeting at 8:30 pm.

Move: Kaelker-Boor **Second:** Prupes

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

Approved: March 5, 2019

Respectfully Submitted,

Mark Thomas & Company, Inc.

Rebecca Yoder, President

District Manager
Benjamin T. Porter, PE