

1. CALL TO ORDER

President Kaelker-Boor called the meeting to order at 7:05 pm.

Call to Order

2. ROLL CALL AND APPROVAL OF AGENDA

Directors Present: Michelle Kaelker-Boor, Keri Russo, Rebecca Yoder, Ken Colson
Directors Absent: None
Counsel Present: None
Staff: Richard Tanaka, Thanh Nguyen, Mark Thomas & Company, Inc.

Roll Call and
Approval of
Agenda

Motion: To Approve the Agenda

Move: Colson **Second:** Russo
Board vote: Ayes, Kaelker-Boor, Russo, Yoder, Colson
Noes, None
Absent, None

3. PUBLIC COMMENTARY

- A. Visitor Commentary – None
- B. Agency Representatives – None
- C. Board Commentary – Director Russo informed that she received a complaint from a lady stating that someone in the neighborhood is using her trash bin and now start using other people trash bins. She may call the District office to report this issue.

Public
Commentary

4. CONSENT CALENDAR

- A. Approval of Minutes from the Special Meeting of August 27, 2014 and Regular Meeting of September 16, 2014.

Consent Calendar

Motion: To Approve Meeting Minutes from the Special Meeting of August 27, 2014.

Move: Russo **Second:** Yoder
Board vote: Ayes, Kaelker-Boor, Russo, Yoder
Noes, None
Abstain, Colson

Motion: To Approve Meeting Minutes from the Regular Meeting of September 16, 2014.

Move: Russo **Second:** Colson
Board vote: Ayes, Kaelker-Boor, Russo, Colson
Noes, None
Abstain, Yoder

5. WARRANTS

Warrants

- A. Approval of Warrants.
 - 1. Enviro-Commercial Sweeping (District Street Sweeping Services)

2. Mark Thomas & Company, Inc. (District Management Services)
3. First Tech Federal Credit Union (Board of Directors Payroll)
4. City of San Jose (FY2014-15 Q2 Treatment Plant Payment)
5. Luther Burbank School (Library Booking Fee)

Motion: To Approve five (5) warrants as listed.

Move: Russo **Second:** Yoder

Board vote: **Ayes,** Kaelker-Boor, Russo, Yoder, Colson

Noes, None

Absent, None

Abstain, None

6. NEW BUSINESS

New Business

- A. FY2014-15 Q1 Expenditure Review. Board reviewed the FY2014-15 Q1 Expenditure.
- B. Senate Bill 628 – Board discussed the SB 628 and noted that the Bill permits the District to establish a financial entity if needed.
- C. Mark Thomas & Company, Inc. New Rates.

Motion: To Approve Mark Thomas & Company’s new rates.

Move: Yoder **Second:** Russo

Board vote: **Ayes,** Kaelker-Boor, Russo, Yoder, Colson

Noes, None

Absent, None

Abstain, None

- D. Garbage Collection for Luther Burbank School. Board reviewed and discussed the garbage collection for the school. Staff to research and report back to the board.
- E. Garbage Violation – Board discussed the procedure for handling the garbage violation. Letters will be sent to the residents and the homeowners that garbage violation needs to be taken care within 3 days. After 3 days, have GreenWaste remove garbage and invoice property owner.
- F. Status of potential new board member. Board reviewed the application of Ms. Rene Prupes and unanimously supports the appointment of Ms. Rene Prupes as the fifth board member. President Kaelker-Boor signed the appointment letter which will be submitted to Santa Clara County Board of Supervisors for approval.

7. OLD BUSINESS

Old Business

- A. Condition Assessment Report. Review exhibits and update of Condition Assessment Report and Capital Improvement Program.

7.A-1 Review strategy for implementation of CIP.

Board reviewed the strategy for implementation of CIP. The followings were

discussed:

- Include pictures of pipe bursting, pipe replacement and trenching on the exhibit for the next meeting presentation.
- The reasons for relocation of the sewer line – same cost as pipe bursting, ease of future maintenance, all sewer lines will be on the streets same as others sewer lines.
- Work with homeowners on how to relocate their laterals.
- 15 year financing for the cost of the CIP.
- Upper laterals inspection.

7.A-2 Status 2014 Annual Report and a Meeting Notice for Capital Improvements Program. Set public workshop as first item of business for next board meeting (November 10 at Luther Burbank School)

Board requested Staff to prepare a Powerpoint Presentation for the public workshop and to create meeting posters and post one with agenda at the school, the theater, the deli and other visible areas within the District to better inform the residents.

7.B. 2014 Biennial Review for Conflict of Interest Code.

Motion: To adopt Resolution #249, adopting the updated conflict of interest code and sending it to the County.

Move: Yoder **Second:** Russo

Board vote: **Ayes,** Kaelker-Boor, Russo, Yoder, Colson

Noes, None

Absent, None

Abstain, None

7.C. 96 Boston Ave. – Staff reported the status of the repair of the property line cleanout.

7.D. Street Sweeping – Cecil Ave. President Kaelker-Boor advised that she had talked to Alex Shoor at the County regarding the no parking signs.

7.E. Status of John Sahpazis vs Burbank Sanitary District. Staff reported that the case is closed.

8 SUBCOMMITTEE REPORTS

8.A. Updates on Board Subcommittee items. Board action required: None.

8.B. District Website – Review and discuss for upgrading the District website Board.

Board suggested the District website to provide links to the following websites, GreenWaste Recovery, Yelp, Santa Clara County and Wikipedia. All current Board information needs to be reflected on those websites.

Motion: To direct staff to upgrade the District website at a cost of \$6,000.

Move: Yoder **Second:** Russo

Subcommittee
Reports

Board vote: Ayes, Kaelker-Boor, Russo, Yoder, Colson
Noes, None
Absent, None
Abstain, None

9. HOUSEKEEPING ITEMS

- President Kaelker-Boor and Director Colson turned in their certificates of Ethic Training.
- Staff to find out who is Connie’s replacement for handling District account in First Tech Fed Union.

10. ADJOURNMENT

Motion: To adjourn meeting at 9:45 pm.
Move: Yoder **Second:** Russo
Board vote: Ayes, Kaelker-Boor, Russo, Yoder, Colson
Noes, None
Absent, None
Abstain, None

Approved: November 10, 2014

Michelle Kaelker-Boor, President

Respectfully Submitted,
Mark Thomas & Company, Inc.

District Manager
Richard Tanaka

Housekeeping
Items

Adjournment