# BURBANK SANITARY DISTRICT BOARD OF TRUSTEES

# MINUTES OF REGULAR MEETING May 3, 2007

#### 1. CALL TO ORDER

Call to Order

President Carpenter called the meeting to order at 7:30pm.

### 2. ROLL CALL AND APPROVAL OF AGENDA

Roll Call and Approval of Agenda

Directors Present: Joe Carpenter, Lisa Post, Michael Yoder, and Soren Spies (arrived at

7:40pm)

Directors Absent: John Marke, (prior notification)

Counsel Present:

None

Staff:

Donald Toy (Mark Thomas & Company, Inc.)

Motion: To approve the agenda.

Move: Post Second: Yoder

Board vote: Aves.

Ayes, Carpenter, Post, Yoder, Spies Noes, None

Absent, Marke

## 3. PUBLIC COMMENTARY

Public Commentary

- A. Visitor Commentary None.
- B. Agency Representatives None.
- C. Board Commentary Director Post expressed concern that the flyers for the annual Spring Clean-Up Day were not properly distributed. President Carpenter commented that a lot of debris had been accumulating around the District. President Carpenter also noted that the City of San Jose had raised the garbage rates for residents.

#### 4. CONSENT CALENDAR

Consent Calendar

A. Approval of Minutes. Approve minutes from the Regular Meeting of 04/19/07. Director Yoder made a motion to approve the minutes, but President Carpenter deferred the approval to the next meeting. The original motion was withdrawn.

## 5. WARRANTS

Warrants

- A. Approval of four (4) warrants:
  - 1. Luther Burbank School District. Facilities Use Fee for Public Meeting.
  - 2. Meyers Nave. District Legal Services.
  - 3. Mark Thomas & Company, Inc. District Management Services.
  - 4. SWRCB. State Water Resources Control Board- Notice of Intent Annual Fee.

**Motion:** To approve four (4) warrants.

Move: Post

Second: Yoder

**Board vote:** 

Aves, Carpenter, Post, Yoder, Spies Noes, None

Absent, Marke

#### 6. REPORTS

Reports

A. Spring Clean-Up Day. Director post reported that the flyers for the Clean-Up Day were not mailed to residents. Director Spies reported that he saw a Green Valley Disposal Company (GVD) employee hand delivering flyers to each residence. Director Post stated that the flyers were improperly printed and did not have all of the information. President Carpenter called for a five minute recess to allow Director Post to retrieve the flyer from her car. The meeting was reconvened at 7:45pm. The flyer had been printed on plain white paper and was only printed on one side. The Board discussed various options that might be considered in the event that residents were not given adequate notice to prepare for the Clean- Up Day. One option would be to have the event as scheduled and require GVD to provide the District with another event at a later date. Another option was to cancel the event and re-schedule. President Carpenter recommended keeping the event on the scheduled date of May 12, 2007 and requiring GV to reprint and mail the flyers to residents immediately. A conference telephone call was place to Dean Kattler, General Manager, of Waste Management. Mr. Kattler assured the Board the new flyers would be printed the next day and mailed to residents. Staff was instructed to email Mr. Kattler the required information so that the flyers could be mailed.

## 7. OLD BUSINESS

Old Business

A. District Accounting. Staff reported that the District Accounting Specialist should be added to the access list for the District's USE Credit Union account. Staff was directed to revise the letter to the USE Credit Union and present it at the next meeting for signature by the Board President.

Motion: To approve addition of the District Accounting Specialist to the USE Credit Union account.

Move: Spies

Second: Yoder

**Board vote:** 

Ayes, Carpenter, Post, Yoder, Spies Noes, None

Absent, Marke

#### 8. SUBCOMMITTEE REPORTS

Subcommittee Reports

A. Staff reported that GreenWaste Recovery (GWR) had proposed a service day change from Tuesdays to Mondays for their upcoming contract. President Carpenter directed staff to inform GWR that Monday service days are acceptable to the Board. Staff was directed to confirm that all three types of waste (garbage, recycling, and yard waste) would be picked up on the same day.

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9. ADJOURNMENT: Next Regular Meeting: Thursday, May 17, 2007

Adjournment

Motion: To adjourn meeting.

Second: Spies Move: Yoder **Board vote:** 

Ayes, Carpenter, Post, Yoder, Spies Noes, None

Absent, Marke

Approved: May 17, 2007

Respectfully Submitted,

Mark Thomas & Company, Inc. District Manager – Engineer

Donald Toy Administrator

Joe Carpenter, President