

1. CALL TO ORDER

The Board of the Burbank Sanitary District convened this date at 7:00 p.m. via teleconferencing in accordance with Executive Order N-33-20. President Sclafani called the meeting to order at 7:02 p.m.

2. ROLL CALL

Directors Present: Ken Colson, Rene Prupes, Procopio Sclafani, Michelle Kaelker-Boor, Rebecca Yoder
Directors Absent: None
Counsel Present: Valerie Armento, Armento-Hynes, LLP (present for the beginning of the open session and the entire closed session)
Staff: Benjamin Porter (District Manager), Robert Woodhouse (Deputy District Manager)
Advisor: Richard Tanaka (present for the beginning of the open session and the entire closed session)
Visitors: None

3. APPROVAL OF AGENDA

Motion: To approve the agenda.

Move: Kaelker-Boor

Second: Prupes

Board vote:

Ayes: Colson, Prupes, Sclafani, Yoder, Kaelker-Boor

Noes: None

Absent: None

4. PUBLIC COMMENTARY

4.A. Visitor Commentary – None.

4.B. Agency Representatives – None.

4.C. Board Commentary - None.

5. CLOSED SESSION

5.A. CONFERENCE WITH LEGAL COUNSEL –EXISTING LITIGATION

Government Code Section 54956.9(d)(1) 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 7:06 pm and ended at 7:41 pm. Manager Porter and Deputy Manager Woodhouse were excused. No reportable action was taken at the closed session. Staff rejoined the regular session.

6. CONSENT CALENDAR

6.A. Approval of Minutes from the Regular Meetings of May 4, 2021.

Motion: To approve Meeting Minutes from the Regular Meetings of May 4, 2021.

Move: Yoder

Second: Colson

Board vote:

Ayes: Prupes, Sclafani, Kaelker-Boor, Colson, Yoder

Noes: None

Absent: None

7. WARRANTS

7.A. Approval of Warrants.

1. Mark Thomas & Company, Inc. (District Management Services and BSD CIPs)
2. First Tech Federal Credit Union (Board of Directors' Payroll)
3. Armento and Hynes, LLP (District Legal Services)
4. Richard Tanaka (District Advisor Services)
5. Cupertino Sanitary District (Common Interest Agreement Cost Sharing Q3 FY2020-21)

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

Move: Kaelker-Boor

Second: Yoder

Board vote:

Ayes: Prupes, Sclafani, Kaelker-Boor, Colson, Yoder

Noes: None

Absent: None

8. NEW BUSINESS

None.

9. OLD BUSINESS

9.A. Status of SRF Loan and Design Update.

Manager Porter reported on the status of the SRF Loan. Deputy Manager Woodhouse indicated that staff will discuss disadvantaged business who may be able to bid or provide subcontractor services for the CIP project with the Builders Exchange of Santa Clara County.

9.B. Long Range Financial Planning.

Manager Porter is exploring options to join NextDoor as a commercial enterprise.

9.C. GreenWaste Recovery, Inc Update.

Manager Porter advised that the reason for so many blocked dumpsters on February 22, 2021 was an excess number of vehicles blocking the carts preventing GreenWaste from providing service. If a dumpster is over-filled GreenWaste will not service the dumpster and will leave a Non-Collection Notice and indicate why the bin or cart was not serviced. The lid-flip audit was suspended in the March – April 2020 timeframe due to Covid-19. GreenWaste is willing to meet with the Board at a future date to discuss the services they provide and Post-Covid notifications. GreenWaste is not required to follow the County requirement to do two pick-ups each week for multi-family properties like apartment buildings.

9.D. District Website Update.

Manager Porter reported that Ariff has started working on the website homepage.

9.E. Form 470 Update.

Manager Porter advised that Form 470 has been sent out to the Board members for filing.

9.F. SSMP Recertification.

Board reviewed and recertified the SSMP.

Motion: To approve SSMP as amended and adopt Resolution #285

Move: Kaelker-Boor **Second:** Yoder

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

9.F. COVID-19 Update.

Manager Porter reported that a new order today by Santa Clara County requires employers to determine the vaccination status of its employees.

10. HOUSEKEEPING ITEMS

10.A. Updates on Housekeeping Items.

No housekeeping items to update.

10.B. Agenda Items for Next Upcoming Meeting.

- Status of CIP project design and SRF loan
- GreenWaste Recovery, Inc. Update

11. ADJOURNMENT – NEXT REGULAR MEETING – Tuesday, June 1, 2021

Motion: To adjourn meeting at 8:45 pm.

Move: Yoder **Second:** Prupes

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

Approved: June 15, 2021

Respectfully Submitted,

Mark Thomas & Company, Inc.

Procopio Sclafani, President

District Manager
Benjamin T. Porter, PE