

1. CALL TO ORDER

The Board of the Burbank Sanitary District convened this date at 7:00 p.m. via teleconferencing in accordance with AB361. Acting President Prupes called the meeting to order at 7:00 p.m.

2. ROLL CALL

Directors Present: Ken Colson, Rene Prupes, Michelle Kaelker-Boor, Rebecca Yoder (joined meeting at 7:09pm)
Directors Absent: Procopio Sclafani (Excused Absence)
Counsel Present: Valerie Armento (Present for the open session through Item 8)
Staff: Benjamin Porter (District Manager), Robert Woodhouse (Deputy District Manager)
Visitors: None.

3. APPROVAL OF AGENDA

Motion: To approve the agenda.

Move: Colson

Second: Kaelker-Boor

Board vote:

Ayes: Colson, Prupes, Kaelker-Boor

Noes: None

Absent: Sclafani, Yoder

4. PUBLIC COMMENTARY

4.A. Visitor Commentary – None.

4.B. Agency Representatives – None.

4.C. Board Commentary – Board requested staff to check with GreenWaste why their workers were using a resident’s water to wash trash cans prior returning to their yard.

5. AB 361

The Board makes the following findings required by AB 361 in order to hold this meeting by teleconferencing electronically: (1) the March 4, 2020 Governor’s Proclamation of a State of Emergency is still in effect, (2) the California Department of Public Health and the County Health Officer continue to encourage social distancing and strongly recommend that all people wear masks in all indoors public spaces, and (3) due to room capacity limitations, meeting in person could present imminent risks to the health or safety of attendees

Motion: Move make findings (1), (2), and (3) in accordance with AB 361.

Move: Kaelker-Boor

Second: Yoder

Board vote:

Ayes: Colson, Prupes, Kaelker-Boor, Yoder

Noes: None

Absent: Sclafani

6. PUBLIC HEARING

6.A. Public Hearing on Board Compensation Increase.

1. Staff Presentation
2. Open Public Hearing and Receive Testimony
3. Close Public Hearing
4. Board Discussion

Manager Porter presented the Staff Report of Board Compensation Increase from \$115.50 to \$240.00 and introduced Ordinance 57. Acting President Prupes opened the Public Hearing at 7:16 p.m. and closed at 7:17 p.m. No members of the public attended the Public Hearing.

Motion: To introduce Ordinance 57.

Move: Yoder

Second: Colson

Board vote:

Ayes: Colson, Prupes, Kaelker-Boor, Yoder

Noes: None

Absent: Sclafani

7. CLOSED SESSION

6.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.

There was no closed session.

8. NEW BUSINESS ITEM MOVED UP ON THE AGENDA

8.A. Impending District Board Vacancies. Board action required: Discuss Item 8.A.

Board reviewed and noted the memo regarding Impending District Vacancies from District Council.

9. CONSENT CALENDAR

9.A. Approval of Minutes from the Regular Meetings of October 18, 2022

Motion: To approve Meeting Minutes from the Regular Meetings of October 18, 2022

Move: Kaelker-Boor

Second: Colson

Board vote:

Ayes: Kaelker-Boor, Colson, Yoder, Prupes

Noes: None

Absent: Sclafani

Abstain: None

10. NEW BUSINESS

10.A. Post CIP Lateral Rehabilitation Project. Board action required: None.

Board reviewed the project and suggested adding information about this project on the website.

11. OLD BUSINESS

11.A. Status of SRF Loan and CIP Update. Board action required: None.

Deputy Manager Woodhouse presented to status of the SRF Loan. Staff sent the State the Final Project Report and the final invoice for the CIP project.

11.B. GreenWaste Recovery, Inc. – Procurement SB1383. Board action required: None.

Item was deferred to next meeting.

11.C. Recruitment of New Board Members Update. Board action required: Review revised flyer and door hanger.

Board reviewed and noted the revised flyer and door hanger. Staff to provide the application forms from the three candidate Board Members at the next Board Meeting Packet.

11.D. COVID-19 Update.

No update.

12. HOUSEKEEPING ITEMS

12.A. Updates on Housekeeping Items.

The Board discussed the schedule for the remaining meetings of 2022 and getting a picture of the staff and Board for the Boardroom.

12.B. Agenda Items for Next Upcoming Meeting.

- GreenWaste – Procurement SB1383
- Consider a GreenWaste orientation presentation for new Board Members early next year (Add to agenda for the first meeting in January 2023)

13. ADJOURNMENT – NEXT REGULAR MEETING – Tuesday, November 15, 2022

Motion: To adjourn meeting at 8:29 pm.

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

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

Approved: November 15, 2022

Respectfully Submitted,

Mark Thomas & Company, Inc.

Rene Prupes, Acting President

District Manager
Benjamin T. Porter, PE