

1. CALL TO ORDER

The Board of the Burbank Sanitary District convened this date at 7:00 p.m. in person at the District Office at 20863 Stevens Creek Boulevard, Suite 100, Cupertino, CA 95014 and via teleconferencing. President Prupes called the meeting to order at 7:02 p.m.

2. ROLL CALL

Directors Present: Rene Prupes, Procopio Sclafani, Ken Colson, Mark Negrete, Kristina Seldal
Directors Absent: None
Counsel Present: Valerie Armento (Present for the open session through Item 6)
Staff: Benjamin Porter (District Manager), Vani Kathula (Senior Sanitary Engineer)
Advisor: None
Visitors: None

3. APPROVAL OF AGENDA

Motion: To approve the agenda.

Move: Colson **Second:** Seldal

Board vote: **Ayes:** Prupes, Sclafani, Colson, Negrete, Seldal
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 7:04 pm and ended at 7:17 pm. Manager Porter and Engineer Kathula were excused. No reportable action was taken at the closed session. Staff rejoined the regular session.

6 UNFINISHED BUSINESS ITEM MOVED UP ON THE AGENDA

- 6.A. Long Range Financial Planning (LRFP). Board action required: Discuss Item 6.
Director Negrete and Seldal advised that they need more time to review the strategic plan documents.

7. CONSENT CALENDAR

7.A. Approval of Minutes from the Regular Meeting of April 18, 2023

Motion: To approve Meeting Minutes from the Regular Meeting of April 18, 2023

Move: Seldal

Second: Negrete

Board vote:

Ayes: Prupes, Sclafani, Negrete, Seldal

Noes: None

Absent: None

Abstain: Colson

8. WARRANTS

8.A. Approval of Warrants.

1. Mark Thomas & Company, Inc. (District Management Services)
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 Group Cost Sharing January 2023)
6. ABLE Septic Tank Services (Annual Mainline & Lateral Maintenance)
7. Harshwal & Company LLP (Audit Services Years Ended Jun 2021 & Jun 2022)

Motion: To approve seven (7) warrants as listed.

Move: Negrete

Second: Colson

Board vote:

Ayes: Prupes, Sclafani, Colson, Negrete, Seldal

Noes: None

Absent: None

9. NEW BUSINESS

9.A. CASA – Support of National Wastewater Infrastructure Pollution Prevention and Environment Safety (WIPPES) Legislation. Board action required: Consider sending a letter of support.

Manager Porter presented a letter of support for WIPPES, signed by President Prupes.

9.B. Annual Mainline & Lateral Maintenance Update. Board action required: None.

Board reviewed and noted the staff report for Annual Mainline & Lateral Maintenance update.

9.C. Board Correspondence. Board action required: Review draft letter.

Board reviewed and signed the thank you letter to former Director Kaelker-Boor for her time and care in the District's ongoing legal proceedings.

10. UNFINISHED BUSINESS

10.A. Board Orientation – Treatment Plant Advisory Committee (TPAC). Board action required: Discuss TPAC and Review May Agenda.

Manager Porter and President Prupes provided the background on TPAC. President Prupes encouraged Director Negrete and Seldal to attend a future meeting.

10.B. District Logo. Board action required: None.

Director Negrete will email the new draft District Logo to Director Sclafani for review.

10.C. District Website Update. Board action required: None.

Staff to research what services the District is paying for IBuilt and Dreamhost.

10.D. GreenWaste Recovery, Inc. 1) GreenWaste MRF Tour, 2) Annual Clean Up Day Contact Information. Board action required: Board Members to select time for the GreenWaste MRF Tour.

Board Members selected 1:00 pm for the MRF Tour, Mrs. Colson also would like to visit the MRF. Board noted the contact information for Annual Clean Up Day.

11. HOUSEKEEPING ITEMS

11.A. Updates on Housekeeping Items.

Consider cancelling June 6 meeting.

11.B. Agenda Items for Next Upcoming Meeting.

Next Board Orientation Topic – Street Sweeping.

12. ADJOURNMENT – NEXT REGULAR MEETING – Tuesday, June 6, 2023

Motion: To adjourn meeting at 8:55 pm.

Move: Sclafani **Second:** Colson

Board vote: **Ayes:** Prupes, Sclafani, Colson, Negrete, Seldal

Noes: None

Absent: None.

Approved: June 20, 2023

Respectfully Submitted,

Mark Thomas & Company, Inc.

Rene Prupes, President

District Manager
Benjamin T. Porter, PE