

**MINUTES OF THE REGULAR MEETING
OF THE DISTRICT BOARD
MT. VIEW SANITARY DISTRICT
OCTOBER 9, 2025**

The District Board of the Mt. View Sanitary District convened in a regular session at its regular place of meeting, Mt. View Sanitary District Board Room, 3800 Arthur Road, Martinez, County of Contra Costa, State of California, on October 9, 2025, at 3:30 p.m.

1. ROLL CALL OF DIRECTORS

PRESENT: Directors Brian A. Danley, Julia R. Halsne, and Vice President Jared Ruddell

ABSENT: President Gregory T. Pyka

Also Present: STAFF – General Manager Lilia M. Corona, Deputy General Manager Stacey Ambrose, District Engineer Chris D. Elliott, Board Secretary Stephanie L. Seregin, District Legal Counsel J. Daniel Adams.

PUBLIC: None

2. PUBLIC COMMENT

None

3. CONSENT CALENDAR

A. APPROVE THE MINUTES OF THE SEPTEMBER 11, 2025, REGULAR BOARD MEETING

B. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 63369 THROUGH 63475 DATED AUGUST 20, 2025

C. RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 63476 THROUGH 63509 DATED SEPTEMBER 2, 2025

D. RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBER 3271 DATED AUGUST 19, 2025

It was moved by Director Danley, seconded by Director Halsne, to approve Consent Calendar Items 3A to 3D.

Motion carried by the following vote:

AYES: Directors Danley, Halsne, and Vice President Ruddell
NOES: None
ABSENT: President Pyka
ABSTAIN: None

4. NEW BUSINESS

A. REVISED INTERNAL CONTROL POLICY

1. RECEIVE REPORT FROM STAFF

General Manager Corona reported.

2. CONSIDER ADOPTION OF A MOTION APPROVING REVISIONS TO POLICY AND PROCEDURE NO. 4100 – INTERNAL CONTROLS

It was moved by Director Halsne, seconded by Director Danley, to adopt a motion approving revisions to Policy and Procedure No. 4100 – Internal Controls.

Motion carried by the following vote:

AYES: Directors Danley, Halsne, and Vice President Ruddell
NOES: None
ABSENT: President Pyka
ABSTAIN: None

B. BOARD OF DIRECTORS VACANCY

1. RECEIVE REPORT FROM STAFF

General Manager Corona reported.

2. CONSIDER ADOPTION OF A MOTION TO PROCEED BY APPOINTMENT TO FILL THE VACANCY ON THE BOARD

3. CONSIDER ADOPTION OF A MOTION RATIFYING THE GENERAL MANAGER'S TIMELY NOTICE TO THE COUNTY ELECTION OFFICIAL OF THE VACANCY AND

TAKE THE NECESSARY ACTIONS TO FACILITATE THE APPOINTMENT OF A NEW DIRECTOR

4. CONSIDER ADOPTION OF A MOTION RATIFYING THE GENERAL MANAGER'S TIMELY POSTING OF THE NOTICE OF THE BOARD VACANCY

It was moved by Director Halsne, seconded by Vice President Ruddell, to adopt a motion to proceed by appointment to fill the vacancy on the Board, and; adopt a motion ratifying the General Manager's timely notice to the county election official of the vacancy and take the necessary actions to facilitate the appointment of a new director; and adopt a motion ratifying the General Manager's timely posting of the notice of the board vacancy.

Motion carried by the following vote:

AYES:	Directors Danley, Halsne, and Vice President Ruddell
NOES:	None
ABSENT:	President Pyka
ABSTAIN:	None

C. GENERAL MANAGER'S PLANNED RETIREMENT JUNE 2027

1. RECEIVE REPORT FROM STAFF

General Manager Corona reported.

2. PROVIDE DIRECTION AS NEEDED

The Board requested that this item be added to the November 4th Strategic Planning Workshop agenda and that Deputy General Manager Ambrose submit a resume and job application for succession consideration.

D. SEWER SYSTEM MANAGEMENT PLAN UPDATE AND RE-CERTIFICATION

1. RECEIVE REPORT FROM STAFF

District Engineer Elliott reported.

2. CONSIDER ADOPTION OF RESOLUTION NO. 1625-2025 APPROVING AND ADOPTING THE DISTRICT'S SEWER SYSTEM MANAGEMENT PLAN (SSMP) UPDATE AND DIRECTING THE GENERAL MANAGER TO COMPLETE THE RE-CERTIFICATION PROCESS IN ACCORDANCE WITH THE LAW

It was moved by Director Halsne, seconded by Vice President Ruddell, to adopt Resolution No. 1625-2025 approving and adopting the District's Sewer System Management Plan (SSMP) update and directing the General Manager to complete the re-certification process in accordance with the law.

Motion carried by the following vote:

AYES:	Directors Danley, Halsne, and Vice President Ruddell
NOES:	None
ABSENT:	President Pyka
ABSTAIN:	None

E. PENSION LIABILITY AND INVESTMENTS

1. RECEIVE REPORT FROM STAFF

General Manager Corona reported.

2. PROVIDE DIRECTION

The Board directed staff to obtain user referrals and cost information for the different investment options and present it to the Board for review.

F. BOARD POLICY AND PROCEDURES B-110 THROUGH B-150 REVIEW AND REVISIONS

- A. RECEIVE REPORT FROM STAFF

General Manager Corona reported.

- B. CONSIDER ADOPTION OF A MOTION APPROVING THE RECOMMENDED REVISIONS TO POLICIES AND PROCEDURES:

- a. B-110 AUTHORITY OVER PERSONNEL
- b. B-120 BOARD MEMBER INTERACTION WITH STAFF

- c. B-130 BOARD MEMBER TRAINING/CONFERENCES/SEMINARS/ TRAVEL
- d. B-140 COMMUNICATION TO AND FROM THE BOARD
- e. B-150 MEMBERSHIPS

It was moved by Director Halsne, seconded by Director Danley, to adopt a motion approving the recommended revisions to Policies and Procedures: B-110 Authority Over Personnel, B-120 Board Member Interaction with Staff, B-130 Board Member Training/Conferences/Seminars/ Travel, B-140 Communication to and from the Board, B-150 Memberships.

Motion carried by the following vote:

AYES:	Directors Danley, Halsne, and Vice President Ruddell
NOES:	None
ABSENT:	President Pyka
ABSTAIN:	None

5. REPORTS

R-1. GENERAL MANAGER

General Manager Corona provided updates on the following items:

- Strategic Planning Workshop
- Audit
- Planned Vacation
- Feasibility Study

R-2. DEPUTY GENERAL MANAGER

Deputy General Manager Ambrose provided an update on the garbage franchise negotiations.

R-3. DISTRICT ENGINEER

His written report was referenced, and Engineer Elliott responded to questions from the Board.

R-4. WASTEWATER OPERATIONS MANAGER

General Manager Corona responded to questions from the Board.

R-5. DISTRICT LEGAL COUNSEL

None

R-6. BOARD SECRETARY

Secretary Seregin advised the Board that she had items for Vice President Ruddell to sign.

R-7. DIRECTORS

R 7.01 PRESIDENT GREGORY T. PYKA

Excused

R 7.02 VICE PRESIDENT JARED RUDELLE

None

R 7.03 DIRECTOR BRIAN A. DANLEY

Director Danley advised of his attendance at a recent Active Shooter Preparedness training session.

R 7.04 DIRECTOR JULIA HALSNE

None

6. COMMUNICATIONS

A. BMO MONTHLY STATEMENT

B. LAIF MONTHLY STATEMENT

C. UPCOMING AGENDA ITEMS AND SCHEDULE OF EVENTS

7. FUTURE BOARD ITEMS

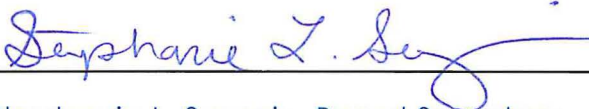
A. REQUESTS AND DIRECTIVES FOR FUTURE MEETINGS

8. ADJOURNMENT

A. THE NEXT SCHEDULED BOARD MEETING IS A REGULAR BOARD MEETING ON THURSDAY, NOVEMBER 13, 2025, AT 3:30 P.M. THE NEXT SCHEDULED MEETING

IS A STRATEGIC PLANNING WORKSHOP ON TUESDAY, NOVEMBER 4, 2025, AT 8:00 A.M.

Vice President Ruddell adjourned the meeting at 4:44 p.m. The next scheduled meeting is a Special Meeting entitled Strategic Planning Workshop on Tuesday, November 4, 2025, at 8:00 a.m. The next scheduled meeting thereafter is a Regular Board meeting on Thursday, November 13, 2025, at 3:30 p.m.



Stephanie L. Seregin, Board Secretary