



**MT. VIEW SANITARY DISTRICT  
BOARD OF DIRECTORS  
REGULAR BOARD MEETING  
AGENDA**

**January 12, 2023, 06:30 Pacific Time (US and Canada)**

**Due to the ongoing health crisis, the Mt. View Sanitary District will hold its Board and Committee Meetings online until further notice.**

**You may attend this virtual meeting via a Zoom meeting by calling  
(253) 215-8782 or (929) 205-6099**

**You may register in advance for this meeting:**

**<https://us02web.zoom.us/meeting/register/tZAKde6grzopGdJEvicSxOwWmcWpY3F0Jg1t>**

**After registering, you will receive a confirmation email containing information about joining the meeting.**

**NOTICE:**

Members of the public may address the Board of Directors on any item of interest that is within the subject matter jurisdiction of the Board. Individuals who wish to speak should furnish their name and address to the secretary and the agenda item number. Individuals will be heard during the Board's consideration of the item. If the item is not listed on the agenda, the individual should describe the subject matter to the secretary, and it will be called under agenda item "Public Comment." Time limit is three (3) minutes subject to reasonable modification by the Chairman. If you have a physical impairment that requires special accommodations to participate, please call the Board Secretary's office at least 24 hours in advance of the meeting at 925-228-5635.

Any writings or documents provided to the majority of the Board of Directors after distribution of the agenda packet regarding any item on the Agenda will be made available for public inspection in the Mt. View Sanitary District Office at 3800 Arthur Road during normal business hours.

1. ROLL CALL OF DIRECTORS

5. NEW BUSINESS

**A. VIRTUAL MEETINGS**

1. REPORT FROM STAFF

2. DETERMINE WHEN THE DISTRICT WILL RETURN TO IN PERSON BOARD AND COMMITTEE MEETINGS AND PROVIDE DIRECTION

3. CONSIDER ADOPTION OF RESOLUTION NO. \_\_\_\_-2023 AUTHORIZING THE DISTRICT TO CONTINUE TO CONDUCT VIRTUAL BOARD AND COMMITTEE MEETINGS

2. PUBLIC COMMENT

3. CONSENT CALENDAR

*Consent Calendar items are typically routine in nature and are considered for approval by the Board of Directors with one single motion. Members of the Board, Audience, or Staff wishing an item removed from the Consent Calendar for purpose of public comment, question or input may request so through the Board President*

- A. [APPROVE THE MINUTES OF THE DECEMBER 8, 2022 REGULAR BOARD MEETING](#)
- B. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 60285 THROUGH 60332 DATED DECEMBER 13, 2022](#) *(see purchase journal following this item in packet for details.)*
- C. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 60333 THROUGH 60361 DATED DECEMBER 22, 2022](#) *(see purchase journal following this item in packet for details.)*
- D. [RATIFY APPROVAL OF GENERAL FUND 3410 CHECK NUMBERS 684 THROUGH 685 DATED DECEMBER 13, 2022](#) *(See purchase journal following this item in packet for details.)*
- E. [RATIFY APPROVAL OF GENERAL FUND 3410 CHECK NUMBER 686 DATED DECEMBER 22, 2022](#) *(See purchase journal following this item in packet for details)*
- F. [RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 3123 THROUGH 3125 DATED DECEMBER 13, 2022](#) *(see purchase journal following this item in packet for details.)*
- G. [RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 3126 THROUGH 3128 DATED DECEMBER 22, 2022](#) *(see purchase journal following this item in packet for details.)*

4. CONTINUED PUBLIC HEARING

- A. [COLLECTION OF UNPOSTED SEWER SERVICE CHARGES](#)

1. REPORT FROM STAFF
2. CONDUCT CONTINUED PUBLIC HEARING
  - a. RE-OPEN CONTINUED PUBLIC HEARING

- b. RECEIVE PUBLIC TESTIMONY
  - c. CLOSE PUBLIC HEARING
- 3. DELIBERATE AND PROVIDE DIRECTION TO STAFF CONCERNING THE COLLECTION OF UNPOSTED SEWER SERVICE CHARGES FOR THE PARCELS IDENTIFIED IN EXHIBIT A FOR FISCAL YEARS 2019-20, 2020-21, AND/OR 2021-22
  - 4. PROVIDE DIRECTION ON STAFF'S RECOMMENDATION THAT MR. CODY THOMPSON'S OBLIGATION BE LIMITED TO THE FY 2021-2022 UNPOSTED CHARGE OF \$740.16 SINCE HE ACQUIRED 1320 VEALE AVE. IN NOVEMBER OF 2021
5. NEW BUSINESS
- B. APPOINTMENT OF STANDING COMMITTEES AND ALTERNATES**
    - 1. REPORT FROM STAFF
    - 2. THE BOARD PRESIDENT SOLICITS INTEREST AND APPOINTS COMMITTEE MEMBERS AND ALTERNATES TO THE FOLLOWING STANDING COMMITTEES
      - A. Planning Committee
      - B. Ordinance Committee
      - C. Personnel Committee
      - D. Finance Committee
      - E. Public Information Committee
    - 3. CONSIDER ADOPTION OF A MOTION CONFIRMING THE BOARD PRESIDENT'S APPOINTMENTS
    - 4. DIRECT BOARD SECRETARY TO POST FAIR POLITICAL PRACTICE COMMISSION FORM 806 TO THE DISTRICT WEBSITE AS REQUIRED BY STATE LAW
  - C. SEWER SERVICE CHARGE REFUNDS FOR FIVE (5) PARCELS**
    - 1. REPORT FROM STAFF

2. CONSIDER ADOPTION OF THE FOLLOWING RESOLUTIONS:

- a) RESOLUTION NO. 1572-2023 AUTHORIZING THE REFUND OF EXCESS SEWER SERVICE CHARGES TO HEBO LLC OF 2520 AND 2530 PACHECO BLVD. FOR FISCAL YEARS 2019-2020 AND 2020-2021 IN THE AMOUNT OF \$2,576.88.
- b) RESOLUTION NO. 1573-2023 AUTHORIZING THE REFUND OF EXCESS SEWER SERVICE CHARGES TO THOMAS & LAURA MAZZA OF 2544 PACHECO BLVD. FOR FISCAL YEARS 2019-2020 AND 2020-2021 IN THE AMOUNT OF \$1,288.44.
- c) RESOLUTION NO. 1574-2023 AUTHORIZING THE REFUND OF EXCESS SEWER SERVICE CHARGES TO EQUILON ENTERPRISES, LLC OF 2505 PACHECO BLVD. FOR FISCAL YEAR 2019-2020 IN THE AMOUNT OF \$615.60.
- d) RESOLUTION NO. 1575-2023 AUTHORIZING THE REFUND OF EXCESS SEWER SERVICE CHARGES TO MARTINEZ REFINING COMPANY, LLC OF 2505 PACHECO BLVD. FOR FISCAL YEAR 2020-2021 IN THE AMOUNT OF \$672.84.
- e) RESOLUTION NO. 1576-2023 AUTHORIZING THE REFUND OF EXCESS SEWER SERVICE CHARGES TO ROBERT & HEATHER FRYMAN OF 780-790 CENTRAL AVE. FOR FISCAL YEAR 2019-2020 IN THE AMOUNT OF \$615.60.
- f) RESOLUTION NO. 1577-2023 AUTHORIZING THE REFUND OF EXCESS SEWER SERVICE CHARGES TO ERNESTO MAGANA OF 780-790 CENTRAL AVE. FOR FISCAL YEAR 2020-2021 IN THE AMOUNT OF \$672.84.
- g) RESOLUTION NO. 1578-2023 AUTHORIZING THE GENERAL MANAGER TO MINISTERIALLY REVIEW AND APPROVE REQUESTS TO ISSUE SEWER SERVICE CHARGE REFUNDS.

**D. DIRECTION FOR RATE STUDY**

- 1. REPORT FROM STAFF
- 2. PROVIDE DIRECTION TO THE GENERAL MANAGER.

**E. APPOINTMENT OF BOARD SECRETARY PRO TEM**

- 1. REPORT FROM STAFF

2. CONSIDER ADOPTION OF RESOLUTION NO. \_\_\_\_-2023 APPOINTING THE BOARD SECRETARY PRO TEM
3. CONSIDER ADOPTION OF A MOTION AMENDING AND CONFIRMING SIGNATURE AUTHORITY AS OUTLINED IN EXHIBIT "A" HERETO CONCERNING WARRANTS AND PAYMENT ORDERS AND DIRECTING THE BOARD SECRETARY TO TRANSMIT THE LETTER TO CONTRA COSTA COUNTY AUDITOR-CONTROLLER

6. REPORTS

- R-1. [DISTRICT MANAGER](#)
- R-2. [DISTRICT ENGINEER](#)
- R-3. [CFO/ADMINISTRATIVE SERVICES MANAGER](#)
- R-4. [ENVIRONMENTAL SERVICES MANAGER](#)
- R-5. [WASTEWATER OPERATIONS SUPERVISOR'S](#)
- R-6. [DISTRICT LEGAL COUNSEL](#)
- R-7. BOARD SECRETARY
- R-8. DIRECTORS
  - R 8.01 DIRECTOR BRIAN A. DANLEY
  - R 8.02 DIRECTOR DAVID P. MAGGI
  - R 8.03 DIRECTOR GREGORY T. PYKA
  - R 8.04 DIRECTOR STANLEY R. CALDWELL
  - R 8.05 DIRECTOR MELODY LABELLA

7. COMMUNICATIONS

- A. [BANK OF THE WEST MONTHLY STATEMENT](#)
- B. [LAIF MONTHLY STATEMENT](#)

8. FUTURE BOARD ITEMS

- A. [REQUESTS AND DIRECTIVES FOR FUTURE MEETINGS](#)

9. ADJOURNMENT

- A. THE NEXT SCHEDULED BOARD MEETING IS A REGULAR MEETING ON THURSDAY, FEBRUARY 9, 2023, AT 6:30 P.M. THE NEXT SCHEDULED MEETINGS ARE A PLANNING COMMITTEE MEETING ON WEDNESDAY, JANUARY 18, 2023, AT 11:00 A.M. AND A PUBLIC INFORMATION COMMITTEE MEETING ON TUESDAY, JANUARY 31, 2023, AT 10:30 A.M.