



# SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

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## SUMMARY ACTION MINUTES Regular Meeting of Wednesday, November 6, 2019

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### 1. CALL TO ORDER AND ROLL CALL

Chair Lee called the meeting to order and recognized a quorum.

Present: Jeff Lee, Chair, City of Grover Beach  
Caren Ray Russom, Vice Chair, City of Arroyo Grande  
Linda Austin, Director, Oceano Community Services District

District Staff: Jeremy Ghent, District Administrator  
Gil Trujillo, District Legal Counsel  
Amy Simpson, District Bookkeeper/Secretary  
Mychal Jones, Plant Superintendent

### 2. PLEDGE OF ALLEGIANCE

Operator William Romhild led the Pledge of Allegiance.

### 3. AGENDA REVIEW

Approved as published.

### 4. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON AGENDA

There was no public comment.

### 5. CONSENT AGENDA:

- 5A. Approval of Warrants
- 5B. Approval of Meeting Minutes of October 2, 2019
- 5C. Approval of Special Meeting Minutes of October 2, 2019
- 5D. Approval to Purchase Replacement Equipment from Ovivo for the Primary No. 1 Clarifier Rehabilitation and Control Box Valve Replacement Project
- 5E. Reschedule January's Board of Directors Meeting to January 15, 2020

There was no public comment.

**Motion:** Director Austin motioned to approve the Consent Agenda as presented.

**Second:** Director Ray Russom  
**Action:** Approved unanimously by voice vote.

6. ACTION ITEMS:

**6A. CONSIDERATION OF ADOPTING A RESOLUTION GRANTING COST OF LIVING ADJUSTMENTS AND MODIFICATIONS TO THE MEMORANDUM OF UNDERSTANDING BETWEEN THE SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT AND SERVICE EMPLOYEES' INTERNATIONAL UNION LOCAL 620; AND ADOPTING A DISTRICT SALARY SCHEDULE**

Administrator Ghent presented this item. He provided the highlights of the Memorandum of Understanding between the SSLOCS and the Employees' International Union Local 620.

The Board had no questions.

There was no public comment.

**Motion:** Director Ray Russom motioned to adopt Resolution No. 2019-411 which:

1. Grants Cost of Living Adjustments and Modifications to Benefits for the Memorandum of Understanding between the South San Luis Obispo County Sanitation District and the Service Employees' International Union Local 620, Exhibit "A"; and
2. Adopts a District Salary Schedule, as required by California Public Employees Retirement System (CalPERS), Exhibit "B".

**Second:** Director Austin

**Action** Approved unanimously by roll call vote.

**6B. RESOLUTION AMENDING THE ADOPTED POLICIES AND PROCEDURES FOR THE EXPENDITURE OF DISTRICT FUNDS FOR SUPPLIES, EQUIPMENT, CONSTRUCTION, AND SERVICES AS SET FORTH IN RESOLUTION NO. 2010-274 AND AMENDED IN RESOLUTION NO. 2014-314 AND NO. 2016-353**

Administrator Ghent presented this item and highlighted the changes of the new policy.

The Board had no questions.

There was no public comment.

**Motion:** Director Austin motioned to Adopt Resolution No. 2019-410, a Resolution amending the adopted policies and procedures for the expenditure of District funds for supplies, equipment, construction, and services as set forth in Resolution No. 2010-274 and amended in Resolution No. 2014-314 and No. 2016-353.

**Second:** Director Ray Russom

**Action:** Approved unanimously by roll call vote.

**6C. UPDATE ON PROJECT SCHEDULE FOR WASTEWATER TREATMENT PLANT REDUNDANCY PROJECT**

Administrator Ghent presented this report. He said the main project components that are driving the schedule include permitting, procurement of construction management team, USDA loan application and financing, the Community Workforce Agreement, and bidding and construction. He gave a brief status update on each component. The Board had a brief discussion regarding the loan application; cost of prequalification and the increase to total cost of the project and use of contingency. Eileen Shields from MKN was present to respond to Board questions.

Julie Tacker provided public comment regarding the Redundancy Project and the Fixed Film Reactor.

Administrator Ghent provided a response to all comments.

The Board received and filed this report.

**6D. AWARD FOR WWTP REDUNDANCY PROJECT CONSTRUCTION MANAGEMENT SERVICES CONTRACT WITH MNS ENGINEERS, INC**

Administrator Ghent presented this item. He said MKN & Associates performed extensive outreach to solicit well-qualified firms to lead oversight of the construction activities on behalf of the District to help ensure the Project is completed successfully with the District's best interest in mind. Based on the evaluation criteria of the SOQ, experience of Project Manager and key team members on similar projects, firms history of construction management and proposed project approach, identification of key project challenges, approach to reduce overall risk, and collaboration with the District's team, the Committee members unanimously recommended MNS Engineers, Inc to provide construction management services for the District's project. The Board had a brief discussion.

There was no public comment.

**Motion:** Director Ray Russom motioned to authorize the District Administrator to execute a contract for Construction Management Services for the Wastewater Treatment Plant Redundancy Project with MNS Engineers, Inc. in the amount of \$2,616,044.

**Second:** Director Austin

**Action:** Approved by roll call vote.

**6E. DISTRICT ADMINISTRATOR AND PLANT OPERATIONS REPORT**

Administrator Ghent presented this item. He provided updates on various items related to District business.

Superintendent Jones presented the Plant Operations report and said the District met NPDES permit requirements. He reported on maintenance projects, work orders and training. He reported a violation from 2017 that had a \$6,000 penalty and said the District is accepting the offer.

Julie Tacker provided public comment.

Superintendent Jones and Administrator Ghent responded to Ms. Tackers comments.

The Board received and filed this report.

**7. MISCELLANEOUS ITEMS:**

There were none.

**8. BOARD MEMBER COMMUNICATIONS**

The Board wished everyone a Happy Thanksgiving. Chair Lee announced that Grover Beach has moved forward with a Water Masterplan and Sewer Masterplan and said he may have alternate attend the December meeting.

**10. ADJOURNMENT**

7:25 p.m.

***THESE MINUTES WERE APPROVED BY THE BOARD OF DIRECTORS AT THE MEETING OF DECEMBER 04, 2019.***