



# SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

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## SUMMARY ACTION MINUTES Virtual Zoom Meeting of Wednesday, March 3, 2021

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### 1. CALL TO ORDER AND ROLL CALL

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

Present: Linda Austin, Chair, Oceano Community Services District  
Jeff Lee, Vice Chair, City of Grover Beach  
Lan George, Alternate, City of Arroyo Grande

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

### 2. PLEDGE OF ALLEGIANCE

Director Jeff Lee led the Pledge of Allegiance.

### 3. AGENDA REVIEW

Approved as presented.

### 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 February 03, 2021**

**5C. Ratification of Contract Amendment #3 for WWTP Redundancy Project Construction Phase Engineering Services with Kennedy/Jenks Consultants, Inc.**

There was no Public Comment.

Alternate George requested to pull Item 5B. Meeting Minutes of February 3, 2021.

**Motion:** Director Lee motioned to approve Consent Agenda Items 5A and 5C.

**Second:** Alternate George

**Action:** Approved unanimously by voice vote.

**Motion:** Director Lee motioned to approve Consent Agenda Item 5B.

**Second:** Director Austin

**Action:** Approved by roll call vote 2-0.

Alternate George abstained.

**6. ACTION ITEMS:**

**6A. RESOLUTION TO ADOPT UTILITY EASEMENT FOR PG&E ON WWTP SITE**

This item was presented by Administrator Ghent.

There was no Public Comment.

**Motion:** Director Lee motioned to adopt Resolution 2021-425 authorizing the District Administrator to execute a grant of easement to PG&E in connection with construction of the WWTP Redundancy Project.

**Second:** Alternate George

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

**6B. CONTRACT FOR WWTP REDUNDANCY PROJECT ADMINISTRATION SERVICES WITH MKN AND ASSOCIATES**

Administrator Ghent presented this item. Eileen Shields from MKN and Associates, Inc. was available for questions.

The Board had a brief discussion regarding the cost breakdown.

There was no Public Comment.

**Motion:** Director Lee motioned to authorize the District Administrator to execute a contract for continued Wastewater Treatment Plant Redundancy Project Administration Services with MKN and Associates, Inc. (MKN), in the amount of \$151,822 for the 2021 calendar year.

**Second:** Director George

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

**6C. WWTP REDUNDANCY PROJECT UPDATE**

Administrator Ghent and Eileen Shields presented this report. Mr. Ghent shared a short video.

The Board had a brief discussion regarding Covid 19 safety protocols on site.

**Action:** Receive and File.

**6D. STATUS UPDATE ON PLACING THE FY 2021/22 DISTRICT RATES AND CHARGES ON THE COUNTY TAX ROLE**

Administrator Ghent and Adina McCargo, Director from NBS presented this report. There was a power point presented.

The Board had a brief discussion public engagement.

**Action:** Receive and File.

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

Plant Superintendent Mychal Jones presented the Plant Operations Report. He reported that during the reporting period of February 1<sup>st</sup> – February 24 the District's facility met its Permit limitations as required under the State of California's NPDES Permit. All analysis was within Permit limitations. He provided Operations and Maintenance Tasks, Work Orders completed, Training and Call Outs that were completed during this reporting period. He also provided an update to the Digester No. 2 Cleaning Project.

Administrator Ghent presented the Administrators Report. He updated the Board on Central Coast Blue and some miscellaneous items. He reported that Digester No. 2 will need a relining to complete the internal coating. He clarified that there will be a meeting April 7, 2021.

There was no Public Comment.

**Action:** The Board received and filed this report.

**7. BOARD MEMBER COMMUNICATIONS**

The Board had a brief discussion regarding the return to in person meetings.

**8. ADJOURNMENT:**

7:10 p.m.

***THESE MINUTES WERE APPROVED BY THE BOARD OF DIRECTORS AT THE MEETING OF APRIL 7, 2021.***