



# SOUTH SAN LUIS OBISPO COUNTY SANITATION DISTRICT

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## SUMMARY ACTION MINUTES Virtual Zoom Meeting of Wednesday, July 7, 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  
Caren Ray Russom, Director, City of Arroyo Grande

District Staff: Jeremy Ghent, District Administrator  
Scott Porter, Assistant District Legal Counsel  
Amy Simpson, District Bookkeeper/Secretary  
Mike Arias, Operations Supervisor

### 2. PLEDGE OF ALLEGIANCE

Director Ray Russom led the Pledge of Allegiance.

### 3. AGENDA REVIEW

**Action:** Approved as presented.

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

None.

### 5. CONSENT AGENDA:

**5A. Approval of Warrants**

**5B. Approval of Meeting Minutes of June 16, 2021**

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

**Second:** Director Ray Russom

**Action:** Unanimously by roll call 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**

Administrator Ghent presented this Item in a PowerPoint slide show.

The Board had a brief discussion about Juneteenth. Administrator Ghent responded that staff will prepare a request for Juneteenth to be designated a holiday at a future meeting before the next June 19<sup>th</sup> holiday.

There was no public comment.

**Motion:** Director Lee motioned to adopt Resolution No. 2021-429 which 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".

**Second:** Director Ray Russom

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

**6B. COST OF LIVING ADJUSTMENTS AND BENEFITS FOR NON-REPRESENTED EMPLOYEES**

Administrator Ghent presented this Item in a PowerPoint slide show.

The Board thanked Administrator Ghent for the successful negotiations.

There was no public comment.

**Motion:** Director Lee motioned to adopt Resolution No. 2021-430, granting Cost of Living Adjustments and Modifications to Benefits for Non-Represented Full-Time Employees, Exhibit "A".

**Second:** Director Ray Russom

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

**6C. ADOPTION OF DISTRICT SALARY SCHEDULE, AS REQUIRED BY CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM (CALPERS) REGULATIONS, EXHIBIT "A".**

Administrator Ghent presented this Item in a PowerPoint slide show. This Resolution sets the Salary Schedules beginning July 2021, July 2022, and July 2023.

There was no Board discussion.

There was no public comment.

**Motion:** Director Lee motioned to adopt Resolution No. 2021-431 Adopting a Publicly Available Pay Schedule effective July 2021, July 2022, and July 2023 in accordance with California Public Employees Retirement System (CalPERS) regulations, Exhibit "A".

**Second:** Director Ray Russom

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

## **6D. UPDATES AND REVISIONS TO PERSONNEL POLICY MANUAL**

Administrator Ghent presented this Item in a PowerPoint slide show. He presented the changes that were made from the previous Personnel Policy that was adopted in 2018.

Director Lee reported an error in Section 3000 Compensatory Time. He also commented on the cell phone stipend.

There was no public comment.

**Motion:** Director Lee motioned to adopt Resolution No. 2021-432 amending and updating the District's Personnel Policy Manual, Exhibit "A" with modification to strike paragraph 5D. under Compensatory Time.

**Second:** Director Ray Russom.

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

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

Administrator Ghent presented the Administrators Report. He updated the Board on the Redundancy Project, Central Coast Blue and reported the plant was audited by the Regional Water Quality Control Board on 06/29/2021. Plant tours will resume in August.

Operator Arias presented the Plant Operations Report. He reported that the District's facility met its permit limitations as required under the State of California's National Pollutant discharge Elimination System Permit issued to the district. He also reported on plant maintenance tasks, work orders, and call outs.

Director Lee asked how the Total Suspended Solids could be over 100%. This was an error and will be corrected.

There was no public comment.

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

## **7. BOARD MEMBER COMMUNICATIONS**

The Board thanked staff for keeping the plant operating well.

**8. ADJOURNMENT TO CLOSED SESSION:**

6:48 p.m.

**9. CLOSED SESSION:**

**Public Employee Performance Evaluation pursuant to Government Code Section 54957:**

Title: District Administrator

There was no Public Comment.

There was no Reportable Action.

***THESE MINUTES WERE APPROVED BY THE BOARD OF DIRECTORS AT THE MEETING OF AUGUST 4, 2021.***