



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

September 10, 2020 06:30 PM Pacific Time (US and Canada)

Due to the ongoing health crisis, the Mt. View Sanitary District will hold its Board Meetings on line 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/tZlpfu6rrjkiGNdwUUHGxVSmdPCfqVzNE7IK](https://us02web.zoom.us/join/zoom/register/tZlpfu6rrjkiGNdwUUHGxVSmdPCfqVzNE7IK)

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

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 AUGUST 13, 2020 REGULAR BOARD MEETING](#)

- B. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 57494 THROUGH 57544 DATED AUGUST 11, 2020](#) (See purchase journal following this item in packet for details.)
- C. [RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 2943 THROUGH 2944 DATED AUGUST 11, 2020](#) (See purchase journal following this item in packet for details.)
- D. [RATIFY APPROVAL OF GENERAL FUND 3409 CHECK NUMBERS 57547 THROUGH 57600 DATED AUGUST 25, 2020](#) (See purchase journal following this item in packet for details.)
- E. [RATIFY APPROVAL OF CAPITAL OUTLAY FUND 3412 PAYMENT ORDER NUMBERS 2945 THROUGH 2947 DATED AUGUST 28, 2020](#) (See purchase journal following this item in packet for details.)

4. NEW BUSINESS

- A. [ADVANCEMENT OF BOARD SECRETARY/EXECUTIVE ASSISTANT STEPHANIE SEREGIN](#)
 - 1. REPORT FROM STAFF
 - 2. CONSIDER ADOPTION OF A MOTION AUTHORIZING THE ADVANCEMENT OF BOARD SECRETARY/EXECUTIVE ASSISTANT STEPHANIE SEREGIN FROM STEP 3 TO REGULAR EMPLOYEE STATUS ACCORDING TO DISTRICT POLICY AND PROCEDURE NO. 2091 AT STEP 4 EFFECTIVE OCTOBER 16, 2020
- B. [ACCEPTANCE OF THE MOORHEN MARSH WESTERN POND TURTLE HABITAT ENHANCEMENT PROJECT – PHASE B](#)
 - 1. REPORT FROM STAFF
 - 2. CONSIDER ADOPTION OF RESOLUTION NO. ____-2020 APPROVING AND ACCEPTING AS COMPLETE THE MOORHEN MARSH WESTERN POND TURTLE HABITAT ENHANCEMENT PROJECT – PHASE B AND DIRECTING THE BOARD SECRETARY TO FILE A NOTICE OF COMPLETION
- C. [PROPOSED REVISIONS TO EXISTING POLICIES AND PROCEDURES AND DELETION OF REDUNDANT POLICIES AND PROCEDURES](#)
 - 1. REPORT FROM STAFF
 - 2. CONSIDER ADOPTION OF A MOTION APPROVING THE PROPOSED REVISIONS TO POLICIES AND PROCEDURES 2003 - EMPLOYEE STATUS,

2260 - DISCIPLINARY ACTION, 2010 - EMPLOYEE PERFORMANCE EVALUATION, AND 2020 - VACATIONS

3. CONSIDER ADOPTION OF A MOTION DELETING POLICIES AND PROCEDURES 2090 – TYPES OF EMPLOYEES AND 2091 – STATUS OF EMPLOYEE

D. [FISCAL YEAR 2019-2020 – 4TH QUARTER BUDGET REPORT](#)

1. REPORT FROM STAFF
2. RECEIVE REPORT FROM STAFF AND PROVIDE DIRECTION, AS NECESSARY

5. [REPORTS](#)

- R-1. [DISTRICT MANAGER](#)
- R-2. [DISTRICT ENGINEER](#)
- R-3. [CFO/ADMINISTRATIVE SERVICES MANAGER](#)
- R-4. [ENVIRONMENTAL SERVICES MANAGER](#)
- R-5. [WASTEWATER OPERATIONS MANAGER](#)
- 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 ELMER J. SCHAAL
 - R 8.05 DIRECTOR STANLEY R. CALDWELL

6. [COMMUNICATIONS](#)

- A. [LAIF MONTHLY STATEMENT](#)

B. [BANK OF THE WEST AUGUST STATEMENT](#)

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, OCTOBER 8, 2020 At 6:30 P.M.