



CAYUCOS SANITARY DISTRICT

200 Ash Avenue
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GOVERNING BOARD

R. Enns, President
S. Lyon, Vice-President
H. Miller, Director
R. Frank, Director
J. Curti, Director

BOARD OF DIRECTORS REGULAR MEETING MINUTES THURSDAY, JANUARY 19, 2023 AT 5:00 P.M. 200 ASH AVENUE, CAYUCOS, CALIFORNIA 93430

1. ESTABLISH QUORUM AND CALL TO ORDER

President Enns called the meeting to order at 5:00 p.m.

Board members present via GoToMeeting: President Robert Enns, Vice-President Shirley Lyon, Director Hannah Miller, Director Robert Frank and Director John Curti

Staff present via GoToMeeting: District Manager Rick Koon, Administrative Services Manager Amy Lessi, and Administrative Accounting Manager Gayle Good

2. PUBLIC COMMENT

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

3. CONSENT CALENDAR: Recommended to Approve

A. Regular Meeting Minutes

1. Approval of minutes for the November 17, 2022 Board of Directors Regular Meeting
2. Approval of minutes for the December 13, 2022 Board of Directors Special Meeting
3. Approval of minutes for the January 10, 2023 Board of Directors Special Meeting

B. Financial Reports: November 2022

1. Check Register – Wells Fargo (General Checking Account)
2. Check Register – Wells Fargo (CIP Checking Account)
3. Cash, Savings, and Investment Report
4. Budget vs. Actual Status Report FY **2022-2023**
5. Capital Improvement Projects Report

C. Financial Reports: December 2022

1. Check Register – Wells Fargo (General Checking Account)
2. Check Register – Wells Fargo (CIP Checking Account)
3. Cash, Savings, and Investment Report
4. Budget vs. Actual Status Report FY **2022-2023**
5. Capital Improvement Projects Report

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

MOTION: 1st by Frank, to approve items on the Consent Calendar as prepared. Motion was seconded by Lyon.

ROLLCALL VOTE: Frank-yes, Lyon-yes, Curti-yes, Miller-yes, Enns-yes

VOTE 5-0 Motion passed

4. STAFF COMMUNICATIONS AND INFORMATION ITEMS: No Action Required

A. District Manager's Report: November & December 2022

B. New Will-Serves:

- 273 S Ocean Ave. / Weyrick / 064-125-051 / CMMCL New
- 2622 Studio Dr. / Buell / 064-254-018 / SFR Remodel
- 176 E St. / Nairne / 064-117-004 / ADU New

Extended Will-Serves:

- 41 5th St. / Mather / 064-143-008 / SFR New
- 2787 Santa Barbara Ave. / Scoto / 064-204-055 / SFR New
- 780 Park Ave. / Clark / 064-133-011 / SFR Remodel
- 2865 Ocean Blvd. / Teixeira / 064-206-052 / SFR Remodel

Finalized Will-Serves:

- 194 6th St. / Miller / 064-133-034 / SFR New, ADU New
- 10 9th St. / Fries / 064-153-034 / SFR New
- 2790 Santa Barbara Ave. / Dildine / 064-205-024 / SFR Remodel

Grants of License:

None

Manager Koon provided a detailed summary of the January 9, 2023 storm-related events and how the plant was able to cope with unprecedented flow. President Enns wondered how such a substantial amount of water entered the sewer system, assuming most of it must have been stormwater as opposed to wastewater. Manager Koon explained that imperfections in the walls of manholes and unpermitted tie-ins (cleanouts that drain yards, gutters tied into laterals, etc.) are major sources of inflow and infiltration. He aims to perform smoke tests in the spring the help combat future inflow and infiltration.

Director Curti requested confirmation that replacing the battery for the District's fire system was routine, and Manager Koon confirmed. He next asked if the Unauthorized Discharge Event on December 4th is reportable, and Manager Koon replied that when staff spoke to the Regional Quality Control Board about it, they were informed that since it was contained on District property, it's not reportable. If a spill leaches offsite, it would be a Category 1 Spill and would need to be reported immediately.

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

Items 4.A – B were received and accepted.

5. REVIEW AND DISCUSSION OF THE FY 2022-2023 BUDGET

President Enns and Director Curti requested clarification on the timing of payments made by the City of Morro Bay (line item 4200); Director Curti requested clarification on the timing of payments made by the County of San Luis Obispo (line item 4400), and Administrative Accounting Manager Gayle Good responded that payments are now current and on-track, respectively.

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

Item 5 was received and accepted.

6. DISCUSSION AND CONSIDERATION TO REALLOCATE THE FY 2022-2023 CIP BUDGET TO INCLUDE A PROPOSAL FROM QUICK TECH COMPUTERS FOR THE REPLACEMENT OF THE LIFT STATION COMMUNICATION MODEMS FOR \$13,369.50 AND ADD DRAINAGE IMPROVEMENTS TO THE STORM DRAIN SYSTEM AT THE WRRF, ESTIMATED TO COST \$31,000.00

Manager Koon presented his proposal. President Enns asked if the drainage improvement project would need to go out to bid, and Manager Koon responded that District staff should be able to perform the work themselves. Director Curti requested clarification on the process of removing the valve on the effluent line

and Manager Koon elaborated that it would not affect operation of the line. President Enns asked Manager Koon if replacing the two lines that run along the freeway near Chaney Ave. has become a higher priority in light of the recent storm, to which he replied that the design of that project is in this year's CIP budget.

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

MOTION: 1st by Miller, to reallocate the FY 2022-2023 CIP Budget to include a proposal from Quick Tech Computers for the replacement of the lift station communication modems for \$13,369.50 and add drainage improvements to the storm drain system at the WRRF, estimated to cost \$31,000.00. Motion was seconded by Curti.

ROLLCALL VOTE: Miller-yes, Curti-yes, Frank-yes, Lyon-yes, Enns-yes

VOTE 5-0 Motion passed

7. DISCUSSION AND CONSIDERATION TO APPROVE CHANGE ORDER #3 FROM SOUZA CONSTRUCTION FOR THE TORO CREEK BRIDGE REPLACEMENT PROJECT IN THE AMOUNT OF \$107,964.49

Manager Koon presented the change order and explained the reason for it. Director Curti wondered why CalTrans wasn't aware of the requirements embedded into this change order at the project's inception. Manager Koon suggested that perhaps there was a change in staff, and that the order for stainless steel came from Sacramento.

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

MOTION: 1st by Frank, to approve Change Order #3 from Souza Construction for the Toro Creek Bridge Replacement Project in the amount of \$107,964.49. Motion was seconded by Lyon.

ROLLCALL VOTE: Frank-yes, Lyon-yes, Curti-yes, Miller-yes, Enns-yes

VOTE 5-0 Motion passed

8. DISCUSSION AND CONSIDERATION TO ADOPT RESOLUTION 2023-02 TO AUTHORIZE REMOTE TELECONFERENCING MEETINGS IN ACCORDANCE WITH GOVERNMENT CODE SECTION 54953(e) (AB 361)

Manager Koon informed the Board that AB 2449 created new rules and regulations that impact future remote meetings and encouraged the Board to review the legislature.

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

MOTION: 1st by Miller, to adopt Resolution 2023-02 to authorize remote teleconferencing meetings in accordance with Government Code Section 54953(e) (AB 361). Motion was seconded by Frank.

ROLLCALL VOTE: Curti-yes, Frank-yes, Miller-yes, Lyon-yes, Enns-yes

VOTE 5-0 Motion passed

9. BOARD MEMBER COMMENTS

President Enns recognized the efforts of staff members Sarah Hooper, who stayed at the plant overnight during the January 9 storm, and Jon Collins, who spent a significant portion of the night at the plant, for their dedicated efforts in keeping the plant operating smoothly during unprecedented flow.

10. FUTURE SCHEDULED MEETINGS

- February 16, 2023 – Regular Board Meeting
- March 16, 2023 – Regular Board Meeting
- April 20, 2023 – Regular Board Meeting

11.ADJOURNMENT

The meeting adjourned at 5:50 p.m.

Minutes Respectfully Submitted By:

X Amy Lessi

Amy Lessi

Administrative Services Manager