



REGULAR MEETING MINUTES
VALLEJO SANITATION AND FLOOD CONTROL DISTRICT
6:00 P.M. – CITY COUNCIL CHAMBERS
555 SANTA CLARA STREET, VALLEJO CA 94590
JULY 12, 2016

Board of Trustees
Osby Davis, President
Rozzana Verder-Aliga – Vice-President
Pippin Dew-Costa
Erin Hannigan
Jess Malgapo
Robert H. McConnell
Katy Miessner
Bob Sampayan

District Manager
Melissa Morton

1. **CALL TO ORDER-** The regular meeting of the Vallejo Sanitation and Flood Control District was called to order at 6:02 PM with President Davis presiding.
2. **PLEDGE OF ALLEGIANCE-** The Pledge of Allegiance was recited.
3. **ROLL CALL-** On roll call present were: President Davis; Trustees Dew-Costa, Malgapo, McConnell, Miessner, Sampayan, and Verder-Aliga. Absent: Trustee Hannigan

Others present were; Melissa Morton, District Manager; Kinji Wooten, Office Assistant; Holly Charléty, District Clerk; Chas Fadrigio, Accountant; Mark Hall, PC Specialist; Johnson Ho, Director of Plant Operations and Maintenance; Mary Morris, Finance Director; Keith Sorsdal, Director of Safety and Risk Management; Dan Tafolla, Director of Environmental Services; Ken Taylor, Acting Field Operations Superintendent; Mark Tomko, Director of Engineering; Gretchen Watkins, HR Administrator; and Gary Heppell, District Legal Counsel.

4. **PRESENTATIONS AND COMMENDATIONS**

- A. **NEW STAFF INTRODUCTIONS** – New employees Chas Fadrigio, Accountant; Mark Hall, Pollution Control Specialist; and Keith Sorsdal, Director of Safety and Risk Management were introduced.

5. **COMMENTS ON CONSENT CALENDAR BY MEMBERS OF THE PUBLIC**– Public Comments heard from Joseph Mickelson.

*Members of the public wishing to address the Board on Consent Calendar Items are requested to submit a completed speaker card to the District Clerk. Each speaker is limited to **five minutes**. Requests for removal of Consent Items received from the public are subject to approval by a majority vote of the Board of Trustees. Items removed from the Consent Calendar will be heard immediately after approval of the Consent Calendar and Agenda.*

6. **CONSENT CALENDAR AND APPROVAL OF AGENDA**

All matters are approved under one motion unless requested to be removed for discussion by the Board, District Manager, or requested for removal by a member of the public, which requires approval by a majority vote of the Board.

President Davis called for a motion to approve the Consent Calendar and Agenda, Trustee Verder-Aliga moved the item.

AYES: President Davis; Trustees Dew-Costa, Malgapo, McConnell, Miessner, Sampayan, and Verder-Aliga.
NOES: None
ABSENT: Trustee Hannigan
ABSTAIN: None

A. APPROVAL OF MINUTES FROM THE REGULAR MEETING OF JUNE 14, 2016

PROPOSED ACTION

Approve the minutes from the regular meeting of June 14, 2016.

B. APPROVAL OF THE DISBURSEMENTS REGISTER FOR JULY 12, 2016

PROPOSED ACTION

Adopt a resolution approving the Disbursements Register for July 12, 2016.

[Resolution 2016-5775](#)

C. SCHEDULE OF BASE MONTHLY COMPENSATION EARNABLE

PROPOSED ACTION

Adopt a resolution to approve the Schedule of Base Monthly Compensation Earnable for the fiscal year 2016-17. [Resolution 2016-5776](#)

D. 2016 CONFLICT OF INTEREST CODE BIENNIAL REVIEW

PROPOSED ACTION

Adopt a resolution to approve the biennial review of District Conflict of Interest Code, including Appendix A designating the management positions required to file Form 700 Statement of Economic Interests. [Resolution 2016-5777](#)

E. APPROVAL OF RATE INCREASE FOR DISTRICT COUNSEL

PROPOSED ACTION

Adopt a resolution to approve the increase in the hourly rate paid to District Counsel, from \$170 to \$185. [Resolution 2016-5778](#)

7. PUBLIC HEARING - None

8. ADMINISTRATIVE ITEMS

A. INVESTMENTS POLICY FOR FISCAL YEAR 2016/17

PROPOSED ACTION

Adopt a resolution approving the investments policy for the fiscal year 2016/17.

[Resolution 2016-5779](#)

Mary Morris provided an overview of changes to presentation of the investment policy. Not required annually, only when changes occur, will move to that practice.

President Davis called for a motion to approve, Trustee Verder-Aliga moved the item.

AYES: President Davis; Trustees Dew-Costa, Malgapo, McConnell, Miessner, Sampayan, and Verder-Aliga.

NOES: None

ABSENT: Trustee Hannigan

ABSTAIN: None

- 9. **APPOINTMENTS TO BOARDS, COMMISSIONS AND COMMITTEES** - None
- 10. **DISTRICT MANAGER'S REPORT** Melissa Morton, District manager reviewed the status of routine summer maintenance, new employees, recycled water, capital projects, and summer interns. Reminded board of branding webinar July and Thursday July from branding lunch meeting onsite.
- 11. **DISTRICT COUNSEL'S REPORT** - None
- 12. **COMMUNITY FORUM** - None

*Anyone wishing to address the Board on any matter for which another opportunity to speak is not provided on the agenda, and which is within the jurisdiction of the Board to resolve, may step to the podium and state his/her name and address for the record. Pursuant to Vallejo Sanitation and Flood Control District Rules of Procedure, Community Forum is limited to 15 minutes, with each speaker limited to **three minutes**.*

- 13. **REPORTS BY PRESIDING OFFICER AND TRUSTEES** - None
- 14. **CLOSED SESSION:** *May recess to consider matters of pending litigation (GC 54956.9), personnel (GC 54957), labor relations (GC 54957.6), and real property negotiations (GC54956.8). Records are not available for public inspection.*

15. PM

This is to certify foregoing
is the true and correct meeting minutes
as approved by the Board of Trustees
on August 23, 2016