



# CAYUCOS SANITARY DISTRICT

200 Ash Avenue  
PO Box 333  
Cayucos, CA 93430-0333  
805-995-3290

AGENDA ITEM:

3.A.1

## 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, NOVEMBER 17, 2022 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 and Administrative Services Manager Amy Lessi

### 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 October 20, 2022 Board of Directors Regular Meeting

#### B. Financial Reports: October 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

Director Frank requested to pull item 3.B.1 for separate discussion.

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, except for item 3.B.1, as prepared. Motion was seconded by Curti.

**ROLLCALL VOTE:** Frank-yes, Curti-yes, Miller-abstain (technical difficulty), Lyon-yes, Enns-yes  
**VOTE 4-0** Motion passed

In reference to item 3.B.1, Director Frank questioned the \$13,000.28 payment to Duke Energy and the March and September WRRF payments to PG&E, wondering if the District's solar power output has caught up with PG&E yet. Manager Koon explained that PG&E recently realized they forgot to bill the District for March, so that's why that charge is appearing now. Regarding the other charges, the District is still required to pay for what it uses, and must wait to request a refund check for the excess solar power the WRRF is generating.

President Enns opened the meeting to Public Comment.  
Hearing no comment, President Enns closed Public Comment.

**MOTION:** 1st by Frank, to approve item 3.B.1 from the Consent Calendar, as prepared. Motion was seconded by Curti.

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

**VOTE 5-0** Motion passed

**4. STAFF COMMUNICATIONS AND INFORMATION ITEMS: No Action Required**

**A. District Manager's Report: October 2022**

**B. New Will-Serves:**

- 183, 185 Park Ave. / Savant / 064-129-013 / ADU New
- 560 Pacific Ave. / Marquart / 064-148-008 / ADU New

**Extended Will-Serves:**

None

**Finaled Will-Serves:**

- 3140 Studio Dr. / Pessah / 064-417-018 / SFR Remodel

**Grants of License:**

None

Manager Koon gave a summary of the previous month's activities. President Enns commented on District staff member Jon Collins' transition from Collections to Treatment and wanted to make sure an alternative staff member will be sufficiently trained to take over Jon's Collections duties in the field. Additionally, President Enns commented that Cayucos residents who are already enrolled in Auto-Pay with the District should be encouraged to enroll in the District's new E-Billing option, as a hardcopy bill likely isn't necessary for the vast majority of those who are enrolled in Auto-Pay. Director Curti requested clarification on the meaning of FOG and the associated random inspections. Manager Koon elaborated that FOG refers to fats, oils and grease entering the sewer system, which is an issue that negatively impacts the bugs at the District's Water Resource Recovery Facility. Encouraging proper FOG disposal and enforcing proper grease trap maintenance is part of the District's Sewer System Management Plan, and local restaurants were educated about proper FOG disposal and grease trap maintenance in addition to being warned that random inspections would take place in the future to verify compliance.

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. ELECTION OF DISTRICT OFFICERS FOR 2023**

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

**MOTION:** 1st by Frank, to reelect Robert Enns as the President, and to reelect Shirley Lyon as the Vice President, of the Cayucos Sanitary District Board of Directors. Motion was seconded by Miller.

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

**VOTE 5-0** Motion passed

**6. DISCUSSION AND CONSIDERATION OF NEW DISTRICT BOARD COMMITTEE ASSIGNMENTS FOR 2023**

President Enns opened the meeting to Public Comment.

Hearing no comment, President Enns closed Public Comment.

**MOTION:** 1st by Miller, to maintain the same Board Committee assignments for 2023. 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 EMPLOYEE SALARY AND BENEFITS ADJUSTMENTS TO 27 PAY PERIODS IN 2023**

Manager Koon presented the 27 pay period issue for Board deliberation. Director Miller asked a couple questions to make sure she understood the issue.

President Enns opened the meeting to Public Comment.  
Hearing no comment, President Enns closed Public Comment.

**MOTION:** 1st by Miller, to choose Option 2 from Administrative Accounting Manager Gayle Good’s Staff Report on this item to approve employee salary and benefits adjustments to 27 pay periods in 2023. Motion was seconded by Lyon.

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

**VOTE 5-0** Motion passed

**8. DISCUSSION AND CONSIDERATION TO ADOPT RESOLUTION 2022-25 TO AUTHORIZE REMOTE TELECONFERENCING MEETINGS IN ACCORDANCE WITH GOVERNMENT CODE SECTION 54953(e) (AB 361)**

President Enns opened the meeting to Public Comment.  
Hearing no comment, President Enns closed Public Comment.

**MOTION:** 1st by Frank, to adopt Resolution 2022-25 to authorize remote teleconferencing meetings in accordance with Government Code Section 54953(E) (Ab 361). Motion was seconded by seconded by Curti.

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

**VOTE 5-0** Motion passed

**9. CLOSED SESSION:  
CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2): involving one potential case

President Enns announced that the Board would transition to Closed Session at 5:36 p.m.

Board members present during Closed Session: President Robert Enns, Vice-President Shirley Lyon, Director Hannah Miller, Director Robert Frank and Director John Curti

Staff members present during Closed Session: District Manager Rick Koon

Open Session reconvened at 6:10 p.m.

**Items to report from Closed Session:**

**MOTION:** 1st by Miller, to direct President Enns and Manager Koon to write a letter to the City of Morro Bay expressing Board concerns regarding the City of Morro Bay and Cayucos Sanitary District Wastewater Treatment Plant Joint Powers Agreement. Motion was seconded by Lyon.

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

**VOTE 5-0** Motion passed

**10. BOARD MEMBER COMMENTS**

None

**11. FUTURE SCHEDULED MEETINGS**

- January 19, 2023 – Regular Board Meeting
- February 16, 2023 – Regular Board Meeting
- March 16, 2023 – Regular Board Meeting

## 12. ADJOURNMENT

The meeting adjourned at 6:13 p.m.

### Minutes Respectfully Submitted By:

X Amy Lessi

Amy Lessi  
Administrative Services Manager