

**MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF THE  
IRONHOUSE SANITARY DISTRICT  
January 7, 2020**

The Board of Directors of the Ironhouse Sanitary District (ISD) met in regular session on Tuesday, January 7, 2020 in the Board meeting room at ISD's offices at 450 Walnut Meadows Drive, Oakley, California.

**1. CALL TO ORDER**

President Dawn Morrow called the meeting to order at 7:00 p.m.

**1.A. BOARD ROLL CALL**

**Roll Call**

Directors present: Doug Scheer, Peter Zirkle, Dawn Morrow,  
Chris Lauritzen and Susan Morgan

Members absent: None

Staff/Consultants present: Chad Davisson, General Manager  
Cecilia Goff, District Secretary/Office Administrator  
Louis Solana, Collections Superintendent  
David Dal Porto, Ranch/Levee/Reclamation  
Superintendent  
Chris Christean, Plant Manager  
Thomas Hejza, Plant Supervisor  
Leah Castella, Legal Counsel  
Michael Welty, Financial Consultant

Interested Parties: Yared Oliveros, Oakley Resident

**1.B. PLEDGE OF ALLEGIANCE** – Director Peter Zirkle led the pledge of allegiance.

**2. APPROVAL OF AGENDA**

M/S P. Zirkle, S. Morgan and the Board voted to approve the Agenda.

In favor: D. Scheer, P. Zirkle, C. Lauritzen, D. Morrow and S. Morgan. Opposed: None.  
Absent: None.

**3. PUBLIC COMMENTS** - Communications from the public on subjects not on the agenda.

There were no comments from the public in attendance.

**4. STAFF RECOGNITION**

**4.A. THOMAS HEJZA, PLANT SUPERVISOR**

Mr. Chris Christean, Plant Manager, introduced Mr. Thomas Hejza to the Board as the Plant Supervisor. He explained that Mr. Hejza previously worked for the City of Palo Alto for thirteen years. He is a Grade III Wastewater Operator. Mr. Christean believes that he will be a great addition to the department. The General Manager and Board welcomed Mr. Hejza.

**5. CONSENT**

**5.A. APPROVAL OF MINUTES OF THE DECEMBER 17, 2019 ISD BOARD MEETING**

**5.B. APPROVAL OF PAYMENT ORDER, REPORT ON FINANCIAL POSITION & OPERATING PERFORMANCE**

M/S P. Zirkle, C. Lauritzen and the Board voted to approve the Consent Calendar.

In favor: D. Scheer, P. Zirkle, C. Lauritzen, D. Morrow and S. Morgan. Opposed: None. Absent: None.

**6. BUSINESS BEFORE THE BOARD**

**6.A. ISD BOARD COMMITTEE AND LIAISON ASSIGNMENTS FOR CALENDAR YEAR 2020**

President Morrow presented the ISD Board Committee and Liaison Assignments to the Board. Ms. Leah Castella, District Legal Counsel, explained the purpose of the Liaison Assignments and reporting requirements as determined by the bylaws. Questions from the Board were solicited and answered.

**6.B. CONSIDER CANCELING THE JANUARY 21, 2020 MEETING DUE TO A LACK OF QUORUM**

Mr. Davisson explained that Staff and three of five Board Members would be attending the CASA conference from January 21-23, 2020. Due to this lack of quorum, the Board will not be able to conduct regular business. He suggested that the Board consider canceling the January 21, 2020 Board meeting.

M/S P. Zirkle, S. Morgan and the Board voted to cancel the January 21, 2020 meeting due to a lack of quorum

In favor: D. Scheer, P. Zirkle, C. Lauritzen, D. Morrow and S. Morgan. Opposed: None. Absent: None.

**7. INFORMATIONAL ITEMS FROM STAFF**

**7.A. REPORT ON DISTRICT CASH AND INVESTMENT PORTFOLIO**

Mr. Michael Welty presented the cash and investment portfolio to the Board. Questions were solicited and answered.

**8. GENERAL MANAGER AND STAFF REPORTS**

Mr. Davisson presented the General Manager and Staff reports to the Board. In the month of December 2019, ISD received 23.43 new connections and, to date, there are 176.77 new connections. For fiscal year 2019/20, staff conservatively projected 150 new connections. Questions from the Board were solicited and answered.

**9. BOARD MEMBER ADVISORY REPORTS**

Director Morgan attended the Oakley City Council meeting on December 17, 2019 and provided a report.

**10. GENERAL MANAGER ANNOUNCEMENTS**

Mr. Davisson will be out of the office until January 24, 2020.

**11. FUTURE AGENDA ITEMS FOR CONSIDERATION**

Vice President Lauritzen provided an email regarding King Tides to the Board. Due to the potential risks associated with king tides, he requested staff research opportunities for the District to manage the risks, including expanding solar.

**12. ADJOURNMENT**

President Morrow adjourned the regular meeting at 7:54 p.m. until Tuesday, February 4, 2020 at 7:00 p.m. for the next regular meeting of the Board of Directors in the Ironhouse Sanitary District offices at 450 Walnut Meadows Drive, Oakley, California.

APPROVED \_\_\_\_\_

\_\_\_\_\_  
President

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District Secretary