

MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
RICHARDSON BAY SANITARY DISTRICT

February 19, 2019

The Richardson Bay Sanitary District Board of Directors met in Regular session on Tuesday, February 19, 2019. The place of meeting was the Richardson Bay Sanitary District office at 500 Tiburon Boulevard, Tiburon, California.

The meeting was called to order by President Trusheim at 4:00 p.m.

1. CALL TO ORDER AND ROLL CALL

Board Members present: Frank Trusheim, Sue Benvenuti, David Eklund,  
Jeff Slavitz, Ron Kosciusko

Board Members absent: None

District Staff present: Johnny Tucker, District Manager  
Paula Pfeffer, Recording Secretary

District Staff absent: None

Guests present: None

2. APPROVAL OF AGENDA ORDER

The motion to accept the agenda order M/S Slavitz, Benvenuti passed unanimously.

3. ROTATION OF OFFICERS

Annual rotation of officers was approved unanimously by the Board of Directors:  
President – Frank Trusheim  
Secretary – Sue Benvenuti  
Finance Officer – Ron Kosciusko  
SASM Representative – Frank Trusheim  
SASM Alternate – Jeff Slavitz

4. ORAL COMMUNICATIONS FROM THE PUBLIC ON ITEMS NOT ON THE AGENDA

No members of the public were present.

5. CONSENT CALENDAR

The Consent Calendar was unanimously approved, M/S Eklund, Slavitz.

6. FINANCIAL MATTERS

The financial matters were accepted, M/S Kosciusko, Eklund the motion passed unanimously.

7. OLD BUSINESS

a. Policy Manual Review

The Board reviewed and made a few minor corrections to the Policy Manual and unanimously approved the revised Policy Manual, M/S Kosciusko, Slavitz.

b. Reclamation Water System – Chlorinated Water Polishing Basins

Nothing new to report.

8. SASM REPORT

SASM meeting will be held on February 21, 2019. Director Slavitz will be attending.

9. MANAGER’S REPORT

A. District Collection System Operations

1. Pump Stations

a) All Pump Stations are running smoothly.

2. Line Maintenance

a) There are no SSO’s to report this period.

B. General District Operations

1. All other District Operations are running smoothly.

2. Trevor Seidler, Collection System Operator Grade 3, will be promoted from a Probationary Employee to a Full Time Regular District Employee as of February 1, 2019 after completion of his 6 month probationary period. Trevor has proven to be an excellent addition to the RBSD team with a very bright future ahead of him. He has earned high marks from myself along with the rest of the staff. The Board agreed with the promotion to Full Time Employee.

3. Staff Safety training subject for the month of January 2019 was “Avoiding Slips, Trips, & Falls” and February 2019 was “Evacuation”.

10. NEW BUSINESS/INFORMATIONAL ITEMS

Director Kosciusko suggested that the Board consider having a monthly update under “Old Business” on the remaining sewer lines that need to be replaced. The Board disagreed with Director Kosciusko’s suggestion.

11. ADJOURNMENT

The motion to adjourn the meeting at 5:53 p.m. was approved unanimously, M/S Benvenuti, Eklund.

Reviewed by \_\_\_\_\_

APPROVED \_\_\_\_\_  
President

\_\_\_\_\_  
Secretary