BURBANK SANITARY DISTRICT **MINUTES OF SPECIAL MEETING**
BOARD OF DIRECTORS **September 10, 2009**

1. CALL TO ORDER

Call to Order

President Yoder called the meeting to order at 7:00pm.

2. ROLL CALL AND APPROVAL OF AGENDA

Roll Call and Approval of Agenda

Directors Present: Michael Yoder, John Marke, Bruce Smith
Soren Spies (arrived at 7:15pm)
Directors Absent: None
Counsel Present: None
Staff: Donald Toy, Mark Thomas & Company, Inc.

Motion: To approve the agenda.
Move: Smith **Second:** Marke
Board vote: **Ayes,** Yoder, Marke, Smith **Noes,** None
Absent, Spies

3. PUBLIC COMMENTARY

Public Commentary

A. Visitor Commentary – None.
B. Agency Representatives – None.
C. Board Commentary – None.

4. CONSENT CALENDAR

Consent Calendar

A. Approval of Minutes. Board action required: Approve Special Meeting Minutes from 09/03/09.

Motion: To approve the minutes from the Special Meeting of 09/03/09.
Move: Spies **Second:** Marke
Board vote: **Ayes,** Yoder, Marke, Smith **Noes,** None
Absent, Spies

5. WARRANTS

Warrants

A. Approval of Warrants.
1. Enviro-Commercial Sweeping, Inc. District Street Sweeping Services.
2. Mark Thomas & Company, Inc. District Management Services.
3. USE Credit Union. Board of Directors Payroll.
4. ABLE Underground Construction. Main Sewer Maintenance.
5. Meyers Nave. District Legal Services.
6. Hunt Consulting. FY 2009-10 Tax Roll Preparation.
7. Michael Yoder. Annual BSD website hosting fee.
8. SDRMA. Annual Liability and Property Coverage fee.

Motion: To approve eight (8) warrants as listed.
Move: Smith **Second:** Marke
Board vote: **Ayes,** Yoder, Marke, Smith, Spies **Noes,** None
Absent, None

6. NEW BUSINESS

New Business

A. Resolution No. 232. The Board discussed the resolution amending the regular board meeting time from 7:30pm to 7:00pm. The meeting day will remain the third Tuesday of each month.

Motion: To Adopt Resolution No. 232 Amending the Regular Board Meeting Time.
Move: Marke **Second:** Smith
Board vote: **Ayes,** Yoder, Marke, Smith, Spies **Noes,** None
Absent, None

7. OLD BUSINESS

Old Business

A. Mark Thomas & Co. Contract. Staff presented the original signed contract to the Board and stated that upon execution, the contract would commence as of the effective date noted.

Motion: To Adopt the Agreement for the District and Mark Thomas & Company.
Move: Smith **Second:** Marke
Board vote: **Ayes,** Yoder, Marke, Smith, Spies **Noes,** None
Absent, None

B. Board Election. Staff reported that the Registrar of Voters office will prepare the necessary documents to reappoint the two incumbents to their respective Board positions, effective January 1, 2010. The Registrar will contact the District to inform us of the appointment process for the remaining Director's position. The process is handled by the Office of the Clerk of the Board of County Supervisors and the Registrar will relay all the details to the District.

8. SUBCOMMITTEE REPORTS - None.

Subcommittee Reports

9. ADJOURNMENT:

Adjournment

Motion: To Cancel the Regular Meeting of 09/15/09
Move: Spies **Second:** Marke
Board vote: **Ayes,** Yoder, Marke, Spies, Smith **Noes,** None
Absent,

Next Regular Meeting: ***Tuesday, October 20, 2009***
Motion: To adjourn meeting at 7:25pm.
Move: Marke **Second:** Smith
Board vote: **Ayes,** Yoder, Marke, Spies, Smith **Noes,** None
Absent,

Approved: October 20, 2009

Respectfully Submitted,
Mark Thomas & Company, Inc.

Michael E. Yoder, President

District Manager – Engineer
Donald Toy, Adminstrator