**ROSSMOOR/LOS ALAMITOS AREA SEWER DISTRICT**

**OF ORANGE COUNTY, CALIFORNIA**

**MINUTES OF REGULAR MEETING**

**November 6, 2023**

**CALL TO ORDER: President Jew called the meeting to order at 7:00p.m.**

Regular Meeting of the Board of Directors of the Rossmoor/Los Alamitos Area Sewer District, of Orange County, California, was held at 7:00p.m., following the roll call and the President reporting a quorum present.

**ROLL CALL:** Directors Present: David Boyer

John Stea

 Dean Grose

 Van Jew

 William Poe

 Others Present: Sarah Borbon, General Manager

 Omar Sandoval, General Counsel

 Ben Halbach, PSOMAS

 Karey Clark, Office Temp

 Mike Swan, PSOMAS (Zoom)

 Harvey Gobas, PSOMAS (Zoom)

**PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was led by Director Poe

**MINUTES:**

Approval of the Minutes of the October 2, 2023 regular meeting – Director Grose motioned to approve the minutes, seconded by Director Boyer and was duly carried.

**PUBLIC COMMENTS:**

None

**REPORTS:**

**General Manager**

The General Manager written report was discussed.

**District Engineer**

Engineering Report was discussed.

**Director Reports**

None

**NEW BUSINESS**

1. **Discuss and consider General Manager’s request to extend maternity leave-** Director Stea motioned to approve the General Manager’s maternity leave to January 2, 2023, seconded by Director Grose, and was duly carried.
2. **Discuss and consider approving amendment request to PSOMAS’ PN-2401 design fee-** Director Boyer motioned to approve the amendment request dated November 6, 2023, for the PN-2401 design scope of work to include an additional 15 segments of pipes and an increase in the design fee in the amount of $17,735.00, seconded by Director Stea, and was duly carried.

**OLD BUSINESS**

1. **Discuss and consider PSOMAS proposal to update the SSMP per the General Order 2022-0103-DWQ-** Director Stea motioned to approve the revised proposal for the SSMP for $49,675, seconded by Director Poe, and was duly carried.
2. **Discuss and consider office maintenance and rentals-** No Action.

**CLOSED SESSION**

1. **EMPLOYEE PERFORMANCE EVALUATION**

**Pursuant to Govt. Code 54957**

**Title: General Manager**

**AUTHORIZATION TO PAY BILLS**

A motion was made by Director Stea and was seconded by Director Boyer and unanimously carried: That the District’s check register be approved for signature and the General Manager/Treasurer be directed to pay $51,377.38 in accordance with the claims listed for a total register of $51,377.38

**ADJOURNMENT**

A motion was made and unanimously carried: That the meeting of the Board of Directors of the Rossmoor/Los Alamitos Area Sewer District be adjourned to the next regularly scheduled meeting to take place on December 4, 2023 at 7:00pm. The President declared the meeting adjourned at 9:12 p.m.

Submitted by,

Sarah Borbon, General Manager