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**CALL TO ORDER**

A regular meeting of the Steering Committee of the Orange County Sanitation District was called to order by Board Chairman David Shawver on Wednesday, September 23, 2020 at 5:01 p.m. in the Administration Building of the Orange County Sanitation District. The meeting was held telephonically in accordance with the Governor's Executive Order No. N-29-20, due to the COVID-19 Coronavirus Pandemic. The meeting was recorded and broadcast live on OCSD.com.

**ROLL CALL AND DECLARATION OF QUORUM:**

A quorum was declared present, as follows:

**PRESENT:** David Shawver, John Withers, Robert Collacott, Peter Kim, Glenn Parker, Tim Shaw and Chad Wanke  
**ABSENT:** None

**STAFF MEMBERS PRESENT:** Jim Herberg, General Manager; Kelly Lore, Clerk of the Board; and Brian Engeln were present in the Board Room. Assistant General Manager Lorenzo Tyner, Assistant General Manager Rob Thompson, Director of Engineering Kathy Millea, Director of Environmental Services Lan Wiborg, Director of Human Resources Celia Chandler, Jennifer Cabral, Dean Fisher, Tom Grant, Tina Knapp, Jeff Mohr, and Thomas Vu participated telephonically.

**OTHERS PRESENT:** Brad Hogin (General Counsel) was present in the Board Room.

**PUBLIC COMMENTS:**

None.

**REPORTS:**

Chair Shawver did not provide a report.

Mr. Herberg provided a short COVID-19 update stating that one additional positive case had been reported at OCSD.

**CONSENT CALENDAR:**

1. APPROVAL OF MINUTES

**2020-1234**

**Originator:** Kelly Lore

MOVED, SECONDED, AND DULY CARRIED TO:

Approve Minutes of the Regular Meeting of the Steering Committee held August 26, 2020.

**AYES:** David Shawver, John Withers, Robert Collacott, Peter Kim, Glenn Parker, Tim Shaw and Chad Wanke

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

**NON-CONSENT:**

**2. TUSTIN AVENUE MANHOLE AND PIPE REPAIR, PROJECT NO. [2020-1237](#)  
FE17-06**

**Originator:** Kathy Millea

Director of Engineering Kathy Millea provided a brief description of the project and contingency increase.

MOVED, SECONDED, AND DULY CARRIED TO: Recommend to the Board of Directors to:

Approve a contingency increase of \$70,000 to the construction contract with Nuline Technologies, LLC for Tustin Avenue Manhole and Pipe Repair, Project No. FE17-06, for a total contingency of \$105,000 (30%).

**AYES:** David Shawver, John Withers, Robert Collacott, Peter Kim, Glenn Parker, Tim Shaw and Chad Wanke

**NOES:** None

**ABSENT:** None

**ABSTENTIONS:** None

**3. HEADQUARTERS COMPLEX AT PLANT NO. 1, PROJECT NO. [2020-1245](#)  
P1-128A**

**Originator:** Kathy Millea

Ms. Millea provided information regarding the standard fees and the anticipated project approval process with the City of Fountain Valley.

MOVED, SECONDED, AND DULY CARRIED TO: Recommend to the Board of Directors to:

Authorize payment to the City of Fountain Valley for Building Department and Public Works Department standard fees related to the Headquarters Complex at Plant No. 1, Project No. P1-128A, for an amount not to exceed \$900,000.

**AYES:** David Shawver, John Withers, Robert Collacott, Peter Kim, Glenn Parker, Tim Shaw and Chad Wanke  
**NOES:** None  
**ABSENT:** None  
**ABSTENTIONS:** None

**INFORMATION ITEMS:**

None.

**DEPARTMENT HEAD REPORTS:**

None.

**CLOSED SESSION:**

None.

**OTHER BUSINESS AND COMMUNICATIONS OR SUPPLEMENTAL AGENDA ITEMS, IF ANY:**

None.

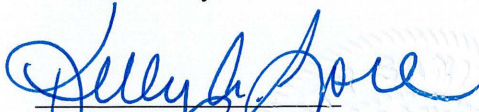
**BOARD OF DIRECTORS INITIATED ITEMS FOR A FUTURE MEETING:**

None.

**ADJOURNMENT:**

Chair Shawver declared the meeting adjourned at 5:14 p.m. to the next Steering Committee meeting to be held on Wednesday, October 28, 2020 at 5:00 p.m.

Submitted by:

  
Kelly A. Lore, MMC  
Clerk of the Board