



*Setting Standards of Excellence in Public Service*

**MINUTES**  
**ENGINEERING AND OPERATIONS STANDING COMMITTEE MEETING**  
**Wednesday, January 13, 2021, 4 p.m.**  
**Virtual Meeting**

1. Chair Gracyk called the meeting to order at 4:02 p.m. and Assistant Board Secretary Lorri S. Annett verified all committee members and staff could hear one another and were able to identify the committee members by voice recognition or video image.

A quorum of the committee members was present via electronic conferencing software. Chair Gracyk and Vice Chair Verbeke were present.

Staff present: Lugo, Olney, Miller, Tomasulo, Solano, Ross, Garuba, Malkin, Curtis and Annett.

Others present: No customers were present.

2. There were no additions or deletions to the agenda. Vice Chair Verbeke made a motion to approve the agenda. Chair Gracyk seconded the motion. The motion was approved unanimously.
3. The committee received employment recruitment, succession planning and COVID-19 efforts updates; reviewed details of the capital improvement program project status and engineering project financial reports; discussed and recommended moving forward with bringing the Tunnel Hill Tank project low bidder to the full board for approval; received a planning update including to-date capacity fee collections; reviewed the fiscal year 2020-21 operations department second quarter report including a review of executed contracts \$50,000 and below and the acknowledgement of staff meeting and exceeding field operations, facilities and safety/risk training targets during the COVID-19 pandemic while also supporting the capital improvement program projects; received a vehicle acquisition and implementation update including the receipt of the hydro-excavator; and were provided details regarding the administration office elevators rehabilitation project.
4. The next committee meeting is scheduled for April 14, 2021 at 4 p.m.
5. Chair Gracyk adjourned the meeting at 5:22 p.m.

A handwritten signature in black ink, appearing to read "Mark Gracyk", written over a horizontal line.

Mark Gracyk, Chair

ATTEST:

A handwritten signature in black ink, appearing to read "Lorri S. Annett", written over a horizontal line.  
Lorri S. Annett, Assistant Board Secretary