

**MINUTES OF VIHIGA MUNICIPALITY BOARD MEMBERS MEETING HELD AT
GOVERNOR'S BOARDROOM ON 28TH NOVEMBER 2018**

Attendance

Name	Title	Attending	Excused
Eng. Josephat Amadi	Chairman	✓	
Dorcas wodera	Vice Chairman	✓	
Isaac Nyamweno	member	✓	
Andrew Ahuga	member	✓	
Carolyn Andahi	member	✓	
Mwanaidi M.Abdi	member	✓	
David Kikaya	member	✓	
Seth Ambale	member	✓	
Nicholas Simani	member	✓	
Duncan Kuria	Ag. Municipal manager	✓	
Dr. Jairus Amayi	Co-opted member	✓	
IN ATTENDANCE		✓	
Lucy Simiyu	Chief officer	✓	
Professor Enonda Mwanje	CECM -Environment	✓	
Hon.Hasna Mudeisi	speaker	✓	

Agenda

1. Prayer
2. Self introduction
3. Chairman remarks
4. Reading & confirmation of minutes
5. Matters arising
6. Prof. Mwanje presentation
7. Presentation by Lucy I. Simiyu Chief Officer-lands
8. A.O.B

Minute	Description	Action
Introduction	The meeting started with a word of prayer from Seth Ambani at 11.10am	All
Chairman remarks	Members have been very busy and chairman has been following the posting by members in the Municipal social media forum. There is a lot of expectation from the board to fill the gap on development agenda of the County. The chairman briefed members that professionals based in Nairobi will come for a meeting with the Board. He noted that the commitment of the Board is superb and time was running very fast. The chairman briefed members that the Governor had called a cabinet meeting two days ago to discuss supplementary	All

	<p>budget. The Municipal manager was tasked to provide members with a hard copy of the procurement process he had posted on the Municipal Board social media platform. Board members who know experts that have useful information that can assist the Board were encouraged to request the experts to come and address the Board.</p> <p>It was proposed that professor Enema from Gisambai can give the Board a lecture of waste management.</p> <p>The committee on Finance proposed to have the County Director of Budget to come address the Board.</p>	
Reading of Minutes	The Municipal manager took members through the minutes of the previous Board meeting after which Dr. Amayi proposed and Mr. Simani seconded.	All
Presentation From Prof. Mwanje CECM Environment water and natural resources	<p>Prof. Mwanje was invited by Dr. Amayi to brief the Board on Waste Management Policy. He informed members that waste management policy had been prepared. Vihiga County was leading in this area as other counties are yet to come up with such policy. Prof. notified members he had been involved with the formulation of waste policy at the national level from which the County aligned its policy.</p> <p>The waste management policy will be subjected to public participation. There after a bill will be prepared.</p> <p>Lake Victoria North Water Service Board had completed a feasibility study for sewerage system and liquid waste management. A treatment water plant has been proposed near the pumping area in Lunyerere on a parcel of which is 21 acres in size.</p> <p>A biodigester has been proposed for the area near Kenya Prison compound. Water from the bio digeter will be freed into the wetland and eventually into Ehedwe river.</p> <p>When the sewerage system is established, it will be protected such that waste water will not mix with river water.</p> <p>Majengo area is problematic because of lack of water and the terrain. The sewer system from Majengo will be emptying into the biodigester at the Prison.</p> <p>There are plans to come up with an organic fertilizer plant at the treatment plant in Lunyerere area.</p>	All

	<p>Prof challenged members of the Board to think of how sludge from Kaimosi and Lunyerere treatment plants can utilized. There is a need to come up with a waste management centre.</p> <p>It is anticipated that demand for sewerage system will increase after the completion of the Belgium water project as people will be having water which can be used to flush toilets.</p> <p>The feasibility report on the sewerage system will be availed to the Board. The Board needs to think about the following key areas: Recycling Vehicle, Garbage collection and transfer vehicle.</p> <p>Prof. reported to the Board that there are 3 boreholes in the County two of which falls within the municipality that have mineral water quality and so if the Board would like to do engage in bottled water investment the boreholes would only require little refurbishment</p> <p>An idea of investing in hotel business in major cities was discussed as an avenue for expansion of revenue base of the Municipality.</p> <p>There is potential of the Municipality getting water from Nandi through Gravity by engaging in an inter County water works framework. An American company had conducted research and found the County to be high yielding in deep wells. The wells are not in the Municipality and so pumping of water into the Municipality can be persued. Tindinyo water project remains the best option of getting water for the Municipality and the County at large.</p> <p>The Board was advised to make by laws that makes it mandatory for all buildings to have rain water harvesting technology. All estates must have rainwater harvesting and treatment plant on site and this will minimize the use of sewer in the Municipality.</p>	
<p>Address by Chief Officer (CO) Lucy Ijai Simiyu</p>	<p>The CO conveyed apology for County Executive Committee member for lands who was in Nairobi attending an official function. She also apologized for missing earlier Board meetings and reiterated that it was not out of malice but work commitments.</p> <p>CO stated that the KUSP program was based in the department of Physical planning, Lands and Housing.</p>	<p>All</p>

	<p>Funds for KUSP had been factored in the County Allocation of Revenue Act (CARA).</p> <p>The money for KUSP is available but cannot be accessed until supplementary budget is approved by the County Assembly. The money for induction will be drawn from Urban Institutional Grant (UIG). The Department had factored a preliminary budget to cater for operations of the Board including induction.</p> <p>There was good news from the cabinet meeting held two days ago where the budget of the Board was enhanced to enable Board to continue with operations.</p> <p>The Chief Officer promised to give a conclusive response to the matter of induction on Thursday</p> <p>An enquiry was put in place to find if the conservative budget prepared by the board to facilitate its operations had been considered. There was also a question on the possibility of borrowing money from other sources to be refunded later.</p> <p>A question was asked if the Board was going to get final communication in regard to remuneration.</p> <p>A question was also asked as to whether there were plans to facilitate the Board with office space, equipments and basic personnel to enable the Board to move with speed.</p> <p>The Chief Officer in her response stated that borrowing is a preserve of the County Government. it is the last resort but in the meantime we have to exhaust other options.</p> <p>Allowances are yet to be determined. Current SRC rates will be used in the meantime.</p> <p>Municipal vote heads will be provided in the 2018/19 budget</p> <p>Prescribed procedure will be used to establish a secretariat for the Board. World bank has stringent procedures which really have to be followed. County staff will be seconded to form the secretariat.</p> <p>It was noted that the letter of offer given to the members did not indicate the rates at which they would</p>	
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	<p>be paid. Members wanted to know about the budget cycle of the County and how they can participate in it. The board members also enquired about the issue of opening a bank account for the Municipality. It was the opinion of the Board that it should have been consulted before advert for the position of municipal manager went out.</p>	
<p>Address by Hon. Speaker of the County Assembly</p>	<p>Madam speaker emphasized the independence of the Board. She told members that clarity should be forthcoming soonest in regards to remuneration of the Board. Madam speaker advised members that if it was her in such a position, she would not take allowance that is not in the SRC circulars. The members were further advised to check with the other Counties to find out how the same matter is being handled. The speaker went on to assure members that the votes for Board must be in the next financial year budget. The assembly will ensure that the Board works within the law. The speaker reiterated that it's vital for the Board to be consulted on employment of staff to the municipality.</p> <p>Madam speaker told members that supplementary budget is a political document and that when such a sensitive matter gets to the assembly it is prioritized</p> <p>Initial engagement however is important since the assembly needs to know why votes are being moved before approving.</p> <p>The County Assembly will be going on recess on 6th of December. House Business Committee will be held tomorrow on 29th and speaker will try to confirm if the supplementary budget can be approved before the assembly breaks for recess.</p> <p>On the issue of ensuring that the wards that make up the Municipality are covered in full by the Municipality, the speaker was categorical that the law that established the Municipality will have to be amended to allow sections of the wards that were outside the Municipality to be included into the Municipality.</p> <p>On the matter of Board allowances, madam speaker advised that the allowances that are known can be used. Long term solution however is having votes in the budget. In the absence of law, the board can use the existing laws that are in operation.</p> <p>The speaker stated that the Board is working under a</p>	<p>All</p>

	<p>Department & that the executive can set the allowances to be paid to the Board members.</p> <p>The law should be followed in dealing with the matter of the municipal manager. County Public Service Board (CPSB) should be given room to do its work. The Board was advised to write to the CPSB as an interested party and request to be involved in the interviews for the municipal manager position.</p> <p>In addition, the terms of service of the municipal manager can be improved by the Board.</p>	
Organogram of the Board	<p>The input of the Chief Officer on the organogram of the Board is important.</p> <p>The Board members would like to be given some staff and a vehicle for mobility purpose and generally to enable them perform their duties.</p>	All
Adoption of County Solid Waste policy	<p>After lengthy deliberations the board adopted draft solid waste management policy which had been presented by Prof. Mwanje</p>	
A.O.B	<p>There is need to make a follow up on the status report by Mr. Otom from Department of water.</p> <p>A follow up should also be made on the ownership of the parcel of land with a borehole done by an NGO in Zimbalo.</p> <p>Mr. Oyaro will brief members on matters procurement. There is need for adoption of procurement documents from Kiambu and Machakos Counties which have already advertised their KUSP projects.</p> <p>The matter of Co-Option of the economic advisor came up. The Board felt that there was a need to write a letter to the CECM and copied to the Governor stating the importance of Co-opting the economic advisor into the Board. There was a debate on the matter since the law is clear that somebody can only be co-opted into a committee of the Board but not into the Board itself.</p> <p>There being no other business to be transacted the meeting adjourned at 5.20pm with a word of prayer from Isaac Nyamweno.</p>	

Chair sign.....

Secretary sign