

MEETING MINUTES OF AUGUST 19, 2021

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION BY ZOOM CONFERENCE ON AUGUST 19, 2021 AT 3:32 PM AND STAFF BY ZOOM CONFERENCE AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300 CONFERENCE ROOM, SAN RAFAEL, CA. 94903

BOARD MEMBERS PRESENT: M. Clark, R. Elias, C. Murray, and J. Schriebman.
C. Yezman arrived later at 4:01 PM.

BOARD MEMBERS ABSENT: None.

STAFF PRESENT: Mike Prinz, General Manager; Dale McDonald District Treasurer; Mike Cortez, District Engineer; Sahar Golshani, Environmental Services Director

OTHERS PRESENT: Patrick Richardson, District Counsel; Justin Wilcock, Marin Sanitary Service; Joe Garbarino, Marin Sanitary Service, Alyssa Thompson, Koff& Associates

ANNOUNCEMENT: Vice President Clark announced that the agenda had been posted as evidenced by the certification on file in accordance with the law

1. PUBLIC COMMENT: None

2. CONSENT CALENDAR:

These items are considered routine and will be enacted, approved or adopted by one motion unless a request for removal for discussion or explanation is received from the staff or the Board.

- A. Approve the Board Minutes for July 19 and July 30, 2021
- B. Approve the Warrant List for August 19, 2021
- C. Approve Board Compensation for July 2021
- D. Approve Amendment to Agreement Custom Tractor Service Biosolids Surface Injection and Reclamation Pastureland Operations and Maintenance
- E. Approve Resolution 2021-2224 Confirming Report on Sewer Service Charges

Item D was discussed.

ACTION:

Board approved (M/S Murray/Schriebman 4-0-1-0) Consent Calendar items A through E.

AYES: Clark, Elias, Murray, Schriebman and .
NOES: None.
ABSENT: Yezman.
ABSTAIN: None.

3. INFORMATION ITEMS:

STAFF / CONSULTANT REPORTS:

- 1. Marin Sanitary Service Annual Update – Justin Wilcock and Joe Garbarino from Marin Sanitary Service gave a presentation to the Board. Discussion ensued. Board Member Yezman arrived at 4:01 PM.
- 2. General Manager Report – Prinz reported

4. REVISED LABOARTORY ANALYST CLASSIFICATION

Board reviewed the Koff & Associates report and discussed the Laboratory Analyst job description. Discussion ensued.

ACTION:

Board President Yezman tabled the classification description for the Laboratory Analyst position. Item to be brought back at a future Board meeting along with the Environmental Services Manager classification description.

- AYES: None.
- NOES: None.
- ABSENT: None.
- ABSTAIN: None.

5. MEMORANDUM OF UNDERSTANDING BETWEEN LAS GALLINAS VALLEY SANITARY DISTRICT AND OPERATING ENGINEERS LOCAL 3 (OE3)

Board reviewed the Memorandum of Understanding (MOU). Discussion ensued.

ACTION:

Board approved (M/S Clark/Schriebman 5-0-0-0) the Memorandum of Understanding between Las Gallinas Valley Sanitary District and Operating Engineers Local (OE3).

- AYES: Clark, Elias, Murray, Schriebman and Yezman.
- NOES: None.
- ABSENT: None.
- ABSTAIN: None.

6. RESOLUTION 2021-2225 ADOPTING THE PAY SCHEDULE FOR REPRESENTED EMPLOYEES EFFECTIVE THE FIRST PAY PERIOD THAT ENCOMPASSES JULY 1, 2021

Board reviewed Resolution 2021-2225 and updated Pay Schedule for Represented Employees.

ACTION:

Board approved (M/S Clark/Murray 5-0-0-0) Resolution 2021-2225 adopting the Pay Schedule for Represented Employees effective the first pay period that encompasses July 1, 2021.

- AYES: Clark, Elias, Murray, Schriebman and Yezman.
- NOES: None.
- ABSENT: None.
- ABSTAIN: None.

7. STRATEGIC PLAN WORKSHOP PLANNING

Board and staff discussed a future Strategic Plan Workshop. Direction was given to staff.

8. AQUA CONTRACT AMENDMENT 8

Board reviewed Aqua Contract Amendment 8. Discussion ensued.

ACTION:

Board approved (M/S Murray/Yezman 3-2-0-0) Contract Amendment 8 with Aqua Engineering.

- AYES: Murray, Schriebman and Yezman.
- NOES: Clark, Elias.
- ABSENT: None.
- ABSTAIN: None.

9. SECONDARY TREATMENT PLANT UPGRADE AND RECYCLED WATER EXPANSION PROJECT – 2% CONTINGENCY INCREASE

Board discussed approving an additional 2% construction contingency for the Secondary Treatment Plant Upgrade and Recycled Water Expansion Project.

ACTION:

Board approved (M/S Murray/Yezman 5-0-0-0) an additional 2% construction contingency in the amount of \$1,000,000 for the Secondary Treatment Plant Upgrade and Recycled Water Expansion Project.

AYES: Clark, Elias, Murray, Schriebman and Yezman.
NOES: None.
ABSENT: None.
ABSTAIN: None.

10. SUMMER/FALL 2021 NEWSLETTER

Board discussed the Summer/Fall 2021 Newsletter. Suggestions to language in newsletter made.

ACTION:

Board approved (M/S Murray/Schriebman 5-0-0-0) the publication of the Summer/Fall 2021 Newsletter as amended with recommended changes.

AYES: Clark, Elias, Murray, Schriebman and Yezman.
NOES: None.
ABSENT: None.
ABSTAIN: None.

11. PUBLIC COMMENT – none.

12. BOARD MEMBER REPORTS:

1. CLARK

- a. NBWA Board Committee –verbal report
- b. NBWA Conference Committee – meeting on Sept. 1
- c. 2021 Employee Climate Survey Ad Hoc Committee- verbal report
- d. 2021 Operations Control Center Ad Hoc Committee – verbal report
- e. Other Reports–no report

2. ELIAS

- a. NBWRA– no report
- b. Ad Hoc Engineering Committee—verbal report
- c. Ad Hoc 2021 GM Evaluation Committee –no report
- d. 2021 Operations Control Center Ad Hoc Committee – no report
- e. Other Reports– no report

3. MURRAY

- a. Marin LAFCO – verbal report
- b. CASA Energy Committee– no report
- c. Ad Hoc 2021 GM Evaluation Committee – no report
- d. 2021 Legal Services Ad Hoc Committee – no report
- e. 2021 Employee Climate Survey Ad Hoc Committee- no report
- f. Marin County Special Districts Association – verbal report
- g. Other Reports – no report

4. SCHRIEBMAN

- a. Gallinas Watershed Council/Miller Creek Watershed Council– verbal report
- b. JPA Local Task Force– no report
- c. NBWA Tech Advisory Committee– no report

d. Other Reports- no report

5. YEZMAN

- a. Flood Zone 7– no report
- b. CSRMA – no report
- c. Ad Hoc Engineering Committee– no report
- d. 2021 Legal Services Ad Hoc Committee – no report
- e. Other Reports–no report

13. BOARD REQUESTS:

- A. Board Meeting Attendance Requests- Murray asked to attend the Biosolids Seminar in Oakland on October 13
- B. Board Agenda Item Requests- Clark asked for an OCC update.

14. VARIOUS INDUSTRY RELATED ARTICLES – Discussion ensued.

15. ADJOURNMENT:

ACTION:

Board approved (M/S Schriebman/Yezman 5-0-0-0) the adjournment of the meeting at 7:12 p.m.

AYES: Clark, Elias, Murray , Schriebman and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

The next Board Meeting is scheduled for Thursday, September 2, 2021 at 4:00 pm at the District office.

ATTEST:



Dale McDonald, District Treasurer

APPROVED:



Megan Clark, Board Vice-President

