

## MEETING MINUTES OF JUNE 2, 2022

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION BY ZOOM CONFERENCE ON JUNE 2, 2022, AT 4:01 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:** Megan Clark, Ron Ford, Craig Murray, Judy Schriebman and Crystal Yezman

**BOARD MEMBERS ABSENT:** None.

**STAFF PRESENT:** Chris DeGabriele, Interim General Manager; Teresa Lerch, Board Secretary; Dale McDonald, District Treasurer; Mike Cortez, District Engineer;

**OTHERS PRESENT:** Patrick Richardson, District Counsel;

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

**1. PUBLIC COMMENT:** None.

### **ACTION:**

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO CLOSED SESSION ON JUNE 2, 2022, AT 4:03 PM, BY ZOOM CONFERENCE AND AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, CONFERENCE ROOM, SAN RAFAEL, CALIFORNIA.

Lerch and McDonald left at 4:03 pm.

### **CLOSED SESSION:**

**CONFERENCE WITH REAL PROPERTY NEGOTIATORS** – Pursuant to Government Code § 54956.5; Regarding real property located in San Rafael - APN Numbers 155-011-13, 155-011-14 and 155-011-32. Real Property Negotiator Is Chris DeGabriele, Interim General Manager.

### **ADJOURNMENT:**

#### **ACTION:**

The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on June 2, 2022 at 4:19 pm.

**BOARD MEMBERS PRESENT:** Megan Clark, Ron Ford, Craig Murray, Judy Schriebman and Crystal Yezman

**STAFF PRESENT:** Chris DeGabriele, Interim General Manager; Dale McDonald, District Treasurer; Teresa Lerch, District Secretary; Mike Cortez, District Engineer;

**OTHERS PRESENT:** None.

**PUBLIC COMMENT:** None.

**REPORT ON CLOSED SESSION:** President Schriebman reported that there were no reportable actions in Closed Session.

**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 May 16 and May 19, 2022
- B. Approve the Warrant List for June 2, 2022
- C. Approve Clark attending the Partnering on PFAS Webinar April 10
- D. Approve Clark attending the WaterReuse Annual Conference in SF September 11-13
- E. Approve Murray attending Partnering for Impact Workshop in Berkeley June 15
- F. Approve Schriebman attending PFAS Disposal Symposium Webinar May 23 and 24
- G. Approve COLA Adjustments for Vehicle Allowance and Phone Reimbursement
- H. Approve Resolution 2022-2257 approving Salary Pay Schedule Effective July 1, 2022
- I. Approve Application of Allocation of Capacity for APN 164-270-07 – Talus Reserve Will Serve
- J. Approve Resolution 2022-2258 Board Policies B-60 Board Member Compensation and F-60

**ACTION:**

Board approved (M/S Clark/Murray 5-0-0-0) the Consent Calendar items A through F.

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

Items G, H, I and J were pulled and discussed.

**ACTION:**

Board approved (M/S Murray/Clark 5-0-0-0) the Consent Calendar items G, H, I and J.

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

**3. BOARD MEMBER REPORTS:**

1. CLARK

- a. NBWA Board Committee –no report
- b. 2022 Operations Control Center Ad Hoc Committee – verbal report
- c. Other Reports–none

2. FORD

- a. NBWRA –no report
- b. 2022 Engineering Ad Hoc Committee re: Secondary Treatment Plant Upgrade – no report
- c. 2022 Operations Control Center Ad Hoc Committee – no report
- d. 2022 Human Resources Ad Hoc Committee –no report
- e. Marin County Special Districts Association – no report
- f. Other Reports – none.

3. MURRAY

- a. Marin LAFCO – no report
- b. CASA Energy Committee– no report
- c. Other Reports – none

4. SCHRIEBMAN

- a. JPA Local Task Force– no report
- b. Gallinas Watershed Council – verbal report
- c. 2022 Legal Services Ad Hoc Committee – no report
- d. 2022 Biosolids Ad Hoc Committee – no report
- e. 2022 Human Resources Ad Hoc Committee – no report
- f. Other Reports- none

5. YEZMAN

- a. Flood Zone 7– no report
- b. CSRMA – no report
- c. Marin Special District Association – no report
- d. 2022 STPURWE Engineering Ad Hoc Committee– no report
- e. 2022 Legal Services Ad Hoc Committee – no report
- f. Other Reports–none

McInnis Marsh Ad Hoc Committee made up of Schriebman and Yezman is now added to Board reports.

4. INFORMATION ITEMS:

STAFF / CONSULTANT REPORTS:

- 1. Interim General Manager’s Report – DeGabriele reported.
- 2. District Correspondence – Discussion ensued
- 3. Board Policies B-70 Electronic/Fax Communications and F-70 Investments- Discussion ensued.
- 4. FutureSense Recommendations – DeGabriele reported.

5. CONSIDER THE CANCELLATION OF THE JULY 7<sup>TH</sup> BOARD MEETING.

Board discussed cancelling the July 7<sup>th</sup> Board meeting.

**ACTION:**

Board approved (M/S Murray/Yezman 5-0-0-0) cancelling the July 7 Board meeting.

AYES: Clark, Ford, Murray, Schriebman and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

6. REVIEW OF DONATION POLICY APPLICATION FORM

Board reviewed the donation application form. Discussion ensued

**ACTION:**

Board approved (M/S Ford/Murray 5-0-0-0) the donation policy application with Board suggested modifications.

AYES: Clark, Ford, Murray, Schriebman and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

7. STPURWE CHANGE AUTHORIZATION FOR SECONDARY CLARIFIER #1 ADDITIONAL ROCK EXCAVATION

Board reviewed the Change Order Authorization for Secondary Clarifier #1 Additional Rock Excavation.

**ACTION:**

Board approved (M/S Yezman/Murray 5-0-0-0) the change order Authorization for the Secondary Clarifier additional rock excavation.

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

**8. SECONDARY TREATMENT PLANT UPGRADE AND RECYCLED WATER EXPANSION CHANGE ORDER AUTHORIZATION FOR 10 INCH FIRE HYDRANT LINE EXTENSION**

Board reviewed the change order authorization for the 10-inch fire hydrant line extension.

**ACTION:**

Board approved (M/S Murray/Clark 4-0-1-0) change order authorization for the 10-inch fire hydrant line extension.

- AYES: Clark, Ford, Murray and Schriebman
- NOES: None.
- ABSENT: Yezman (Recused)
- ABSTAIN: None.

**9. SECOND REVISED INTER-AGENCY AGREEMENT FOR RECYCLED WATER BETWEEN LGVSD AND NORTH MARIN WATER DISTRICT**

Board to review and approve the second revised inter-agency agreement for Recycled Water between LGVSD and North Marin Water District.

**ACTION:**

Board approved (M/S Murray/Ford 5-0-0-0) the second revised inter-agency agreement for Recycled Water between LGVSD and North Marin Water District with modifications approved by attorneys who are to work out indemnification clause language.

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

**10. BOARD REQUESTS:**

- A. Board Meeting Attendance Requests – Ford and Yezman requested to attend the CSDA Surplus Land Webinar.
- B. Board Agenda Item Requests- Clark requested the District Secretary/Admin Financial Specialist classification and compensation review be on an agenda in July. Murray requested a District flow monitoring plan/Capacity study.
- C. Board Secretary Lerch reminded the Board that the Strategic Plan Workshop on Monday is at the Plant and starts at 8:45 until 3 pm. The GM Recruitment Closed session starts at 8:00 am with continental Breakfast the meeting start at 8:30 am.

**11. MISCELLANEOUS DISTRICT CORRESPONDENCE:**

Discussion ensued.

**12. ADJOURNMENT:**

**ACTION:**

Board approved (M/S Clark/Ford 5-0-0-0) the adjournment of the meeting at 6:32 p.m.

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

The next Board Meeting is scheduled for June 6 at 8:45 AM at the Plant 300 Smith Ranch Road, San Rafael.

ATTEST:

  
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Teresa Lerch, District Secretary

APPROVED:

  
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Crystal J. Yezman, Board Vice-President

