

MEETING MINUTES OF FEBRUARY 2, 2023

THE BOARD OF DIRECTORS AND STAFF OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION BY ZOOM CONFERENCE ON FEBRUARY 2, 2023 AT 4:00 PM 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 (arrived at 4:32 pm), Gary Robards, Crystal Yezman (arrived at 4:29 pm)

BOARD MEMBERS ABSENT: None

STAFF PRESENT: Curtis Paxton, General Manager; Teresa Lerch, Board Secretary; Dale McDonald, District Treasurer; Mike Cortez, District Engineer;

OTHERS PRESENT: Patrick Richardson, District Counsel; Brent Ives, BHI Consulting;

ANNOUNCEMENT: 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 January 12 and 19, 2023
- B. Approve the Warrant List for February 2, 2023
- C. Approve Murray attending NACWA Winter Conference Feb 13-16 in Sonoma
- D. Approve Call for Bids – TWAS Enclosure/Sludge Basin and Reception Pad Project
- E. Approve Surplus UV Equipment Disposal
- F. Approve ArcSine Contract Amendment 3 for Additional SCADA Construction Support for the STPURWE Project
- G. Approve Spare Pump for John Duckett Station.
- H. Approve Resolution 2023-2298 Board Policy B-160 Legal Counsel

ACTION:

Board approved (M/S Ford/Robards (3-0-2-0) the Consent Calendar items A through H.

AYES: Clark, Ford and Robards

NOES: None.

ABSENT: Murray and Yezman.

ABSTAIN: None.

3. **INFORMATION ITEMS:**

STAFF / CONSULTANT REPORTS:

- 1. General Manager's Report – Paxton reported.
- 2. Board Meeting Location Update – this item moved to later in the meeting after Directors Murray and Yezman arrive.
- 3. Annual Budget Development Timeline for 2023/24 – McDonald reported.

4. Board Policies B-170 General Manager Evaluation, 0-20 Environmental Practices and O-30 Emergencies – All draft policies approved.
5. Administration Department Report –McDonald reported.
6. Engineering Department Report – Cortez reported.
7. 2021-22 Annual Comprehensive Financial Report – McDonald reported.

5. TOPICS FOR THE SPRING 2023 NEWSLETTER

Board discussed several topics for the Spring 2023 Newsletter including the need for an Operations Control Center (OCC) building, Future of EV at the Plant, Bay Trail , Weathering the Storm, Robards interview, Grand opening of the STPURWE project and the upcoming Sewer Rate Study.

6. ADOPT STRATEGIC PLAN

Board reviewed the Strategic Plan document with staff and Brent Ives of BHI Consulting.

Board made several suggestions which will be incorporated into the final plan and brought back to the Board for review.

7. BOARD MEMBER REPORTS

1. CLARK

- a. NBWA Board Committee – no report
- b. 2023 Operations Control Center Ad Hoc Committee – no report
- c. Other Reports–HR Bootcamp – verbal report

2. FORD

- a. NBWRA – no report
- b. 2023 Operations Control Center Ad Hoc Committee – no report
- c. 2023 McInnis Marsh Ad Hoc Committee – no report
- d. 2023 Fleet Management Ad Hoc Committee – no report
- e. Other Reports – Solar Rights Alliance meeting – verbal report

3. MURRAY

- a. Marin LAFCO – no report
- b. CASA Energy Committee –written report
- c. 2023 Biosolids Ad Hoc Committee – no report
- d. Other Reports – CASA Winter Conference – verbal report

4. ROBARDS

- a. Gallinas Watershed Council/Miller Creek – verbal report
- b. 2023 Engineering Ad Hoc Committee re: STPURWE – no report
- c. 2023 McInnis Marsh Ad Hoc Committee – no report
- d. Other Reports - none

5. YEZMAN

- a. Flood Zone 7– no report
- b. CSRMA – no report
- c. Marin Special District Association – no report
- d. 2023 STPURWE Engineering Ad Hoc Committee– no report.
- e. 2023 Biosolids Ad Hoc Committee – no report
- f. Other Reports– Santa Venetia Neighborhood Association meeting – verbal report

Yezman requested that Marin County Supervisor Mary Sackett be invited to a future Board meeting.

8. INFORMATION ITEMS:

STAFF / CONSULTANT REPORTS:

2. Board Meeting Location Update – Lerch reported. Discussion ensued. Board unanimously picked 101 Lucas Valley Road Boardroom to conduct in person Board meetings starting March 2, 2023. Meetings will start at 4:30 pm.

BOARD REQUESTS:

- A. Board Meeting Attendance Requests Yezman requested to attend the NACWA conference in Sonoma February 13-16, 2023.
- B. Board Agenda Item Requests – none.

9. MISCELLANEOUS DISTRICT CORRESPONDENCE:

Discussion ensued.

10. ADJOURNMENT:

ACTION:

Board approved (M/S Murray/Ford 5-0-0-0) the adjournment of the meeting at 6:00 PM

AYES: Clark, Ford, Murray, Robards and Yezman.

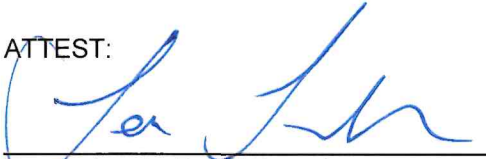
NOES: None.

ABSENT: None

ABSTAIN: None.

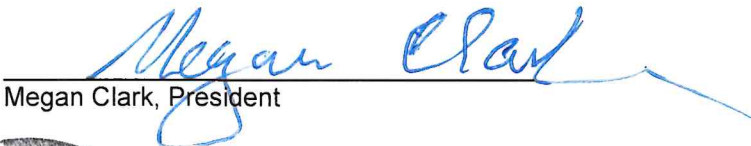
The next Board Meeting is scheduled for February 16, 2023 4 PM by Zoom Meeting at the District Office.

ATTEST:



Teresa Lerch, Board Secretary

APPROVED:



Megan Clark, President

