

MEETING MINUTES OF JANUARY 19, 2023

THE BOARD OF DIRECTORS AND STAFF OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION BY ZOOM CONFERENCE ON JANUARY 19, 2023 AT 4:03 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, Crystal Yezman

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; Gary Robards;

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. APPOINTMENT TO FILL THE VACANCY ON THE BOARD OF DIRECTORS PURSUANT TO GOV CODE SEC. 1780/BOARD POLICY B-90 AND ADMINISTER OATH OF OFFICE

Board Secretary Lerch administered the oath of office to Gary Robards who was appointed by the Board on January 12, 2023 to fill the LGVSD Board vacancy. Robards was officially sworn in as a District Board Member and was seated.

3. 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 Resolution 2023-2297 continuing Remote Meetings
- B. Approve the Board Minutes for January 5, 2023
- C. Approve the Warrant List for January 19, 2023
- D. Approve Board Compensation for December 2022
- E. Approve Clark attending the CSDA Virtual HR Book Camp on January 25-26, 2023
- F. Approve Hazen & Sawyer Contract Amendment 1 for Flow Monitoring for Collection System Hydraulic Model
- G. Approve Kennedy Jenks Contract Amendment 1 for Additional Compensation Management and Inspection Services for the STPURWE Project

Request to pull Item F. for discussion was made by Murray.

ACTION:

Board approved (M/S Clark/Ford 4-0-1-0) the Consent Calendar items A through E and item G with Robards abstaining on item B only.

AYES: Clark, Ford, Murray, Robards and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: Robards (see Action note)

ACTION:

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

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

4. INFORMATION ITEMS:

STAFF / CONSULTANT REPORTS:

- 1. General Manager’s Report – Paxton reported.
- 2. Board Policy Review – B-160 Legal Counsel and O-20 Environmental Practices – Discussion ensued. Item O-20 will be brought back to the Board for discussion.

5. BOARD PRESIDENT APPOINTMENTS FOR 2023

Discussion ensued.

ACTION:

Agreed by consensus to create a new Fleet Management Ad Hoc Committee and the committee assignments below:

Committee	Chair/ Associate Member	Alternate Member
NBWA Board Committee	Clark	Ford
NBWRA	Ford	Clark
JPA Local Task Force**	TBD	TBD
Gallinas Watershed Council/Miller Creek	Robards	Ford
Marin LAFCo**	Murray	
CASA Energy Committee	Murray	
Marin Special Districts Association	Yezman	Robards
CSRMA	Yezman	
Flood Zone 7	Yezman	Ford
2023 Engineering Ad Hoc Committee regarding the Secondary Treatment Plant Upgrade	Robards/Yezman	
2023 Operations Control Center Ad Hoc Committee	Clark/Ford	
2023 Legal Services Ad Hoc Committee DISSOLVED 1/19/2023	-----	
2023 Biosolids Ad Hoc Committee	Yezman/Murray	
2023 HR Ad Hoc Committee DISSOLVED 1/19/2023	-----	
2023 McInnis Marsh Ad Hoc Committee	Robards/Ford	
2023 Fleet Management Ad Hoc Committee	Ford	

Staff to report back on appointment process to Zero Waste Marin (ZWM) JPA Local Task Force.

6. AWARD CONTRACT FOR SEWER SERVICE RATE CHARGE STUDY INCLUDING MARIN LAGOON AND CAPTAIN'S COVE

Board reviewed the proposal from Hildebrand Consulting for the Sewer Service Rate Charge Study.

ACTION:

Board approved (M/S Murray/Robards 5-0-0-0) awarding the contract for Sewer Service Rate Charge Study including Marin Lagoon and Captain's Cove to Hildebrand Consulting.

AYES: Clark, Ford, Murray, Robards and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

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– none

2. FORD

- a. NBWRA – no report
- b. 2023 Engineering Ad Hoc Committee re: Secondary Treatment Plant Upgrade – no report
- c. 2023 Operations Control Center Ad Hoc Committee – no report
- d. 2023 McInnis Marsh Ad Hoc Committee – no report
- e. Other Reports – none

3. MURRAY

- a. Marin LAFCO – no report
- b. CASA Energy Committee –no report
- c. 2023 Biosolids Ad Hoc Committee – no report
- d. Other Reports – none

4. ROBARDS

- a. No reports

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– none

Clark and Robards would like to tour the Plant. Yezman would like a ride-a-long with the collection dept.

8. BOARD REQUESTS:

- A. Board Meeting Attendance Requests – Murray would like to attend the NACWA Conference in February.
- B. Board Agenda Item Requests – None

9. MISCELLANEOUS DISTRICT CORRESPONDENCE:

Discussion ensued.

10. ADJOURNMENT:

ACTION:

Board approved (M/S Ford/Robards 5-0-0-0) the adjournment of the meeting at 5:14 p.m.

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


NOES: None.

ABSENT: None

ABSTAIN: None.

The next Board Meeting is scheduled for February 2, 2023 4 PM by Zoom Meeting at the District Office.

ATTEST:



Teresa Lerch, Board Secretary

APPROVED:



Craig K. Murray, Vice-President

