

MEETING MINUTES OF SEPTEMBER 7, 2023

THE BOARD OF DIRECTORS AND STAFF OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION ON SEPTEMBER 7, 2023 AT 4:30 PM 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, Gary Robards and Crystal Yezman.

BOARD MEMBERS ABSENT: None.

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

OTHERS PRESENT: Patrick Richardson, District Counsel;

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

PUBLIC COMMENT: None.

CLOSED SESSION:

ACTION:

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO CLOSED SESSION ON SEPTEMBER 7, 2023, AT 4:31 PM AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, CONFERENCE ROOM, SAN RAFAEL, CALIFORNIA.

Lerch left the meeting at 4:31 pm.

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code § 54956.9: One case.

ADJOURNMENT:

ACTION:

The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on September 7 at 5:02 pm.

BOARD MEMBERS PRESENT: Megan Clark, Ron Ford, Craig Murray, Gary Robards, Crystal Yezman.

STAFF PRESENT: Curtis Paxton, General Manager, Teresa Lerch, Board Secretary; Dale McDonald, District Treasurer; Mike Cortez, District Engineer; Greg Pease, Collections/Safety/Maintenance Manager; Mel Liebmann, Plant Manager

OTHERS PRESENT: Patrick Richardson, District Counsel; Laurette Rogers, Point Blue Conservation Science (STRAW project)

PUBLIC COMMENT: None.

REPORT ON CLOSED SESSION: President Clark reported that the Board approved and authorized staff to send a Notice of Rejection of Claim letter by the District in regard to a claim made by Claimant: Cari McCormick; Reference – Civil Rights Department (CRD) No. 202306-20925508.

1. 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 August 17, 2023
- B. Approve the Warrant List for September 7, 2023
- C. Approve Award of Contract for Primary Clarifier #1 Rehabilitation Project
- D. Approve Award of Contract for On-Call Contract for Construction Projects (2023-2025)
- E. Approve Application of Allocation of Capacity for APN 179-041-27 350 Merrydale Road
- F. Approve Resolution 2023-2317 Project Approval and Notice of Exemption Solar Photovoltaic System Upgrades

Items D,E and F were pulled for discussion.

ACTION:

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

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

2. INFORMATION ITEMS:

STAFF / CONSULTANT REPORTS:

- 1. General Manager's Report – Paxton reported.
- 2. Collections Department Report – Pease reported.
- 3. Operations Department Report – Liebmann reported.
- 4. Engineering Department Report – Cortez reported.
- 5. Report on Point Blue Conservation Science's STRAW Program 2022-2023 – McDonald reported. Laurette Rogers from Point Blue Conservation Science answered questions from the Board.

These two Information Items – Administration Department Report and Quarterly Treasurer's & Financial Reports were postponed until the next Board meeting.

3. REQUEST FOR DONATION FROM POINT BLUE CONSERVATION SCIENCE FOR THE STUDENTS AND TEACHERS RESTORING A WATERSHED (STRAW) PROGRAM

Laurette Rogers from Point Blue Conservation Science gave a presentation and requested a donation of up to \$9,000 to educate students and perform habitat restoration to the Miller Creek watershed as part of their Students and Teachers Restoring a Watershed (STRAW) program. Discussion ensued.

ACTION:

Board approved (M/S Murray/Ford (5-0-0-0) a donation of \$9,000. to Point Blue Conservation Science to educate students and perform habitat restoration to the Miller Creek watershed as part of their Students and Teachers Restoring a Watershed (STRAW) program.

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

ABSTAIN: None.

4. MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE LAS GALLINAS VALLEY SANITARY DISTRICT (LGVSD) AND THE OPERATING ENGINEERS LOCAL THREE (OE3)

Board reviewed the Memorandum of Understanding between Las Gallinas Valley Sanitary District and the Operating Engineers Local Three (OE3). Discussion ensued.

ACTION:

Board approved (M/S Ford/Murray (5-0-0-0) the Memorandum of Understanding (MOU) between the Las Gallinas Valley Sanitary District (LGVSD) and the Operating Engineers Local Three (OE3) with slight modifications suggested by the Board.

AYES: Clark, Ford, Murray, Robards and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

5. EMPLOYMENT AGREEMENTS FOR MANAGEMENT AND UNREPRESENTED EMPLOYEE

Board reviewed the Employment Agreements for the Administrative Services Manager, Collections/Safety/Maintenance Manager, District Engineer, Plant Manager and Administrative/Financial Technician. Discussion ensued.

ACTION:

Board approved (M/S Yezman/Robards (5-0-0-0) the Employment Agreements for the Administrative Services Manager, Collections/Safety/Maintenance Manager, District Engineer, Plant Manager and Administrative/Financial Technician.

AYES: Clark, Ford, Murray, Robards and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

6. RESOLUTION 2023-2316 ADOPTING THE SALARY PAY SCALES EFFECTIVE JULY 1, 2023

Board reviewed Resolution 2023-2416 Adopting the Salary Pay Scales effective July 1, 2023.

ACTION:

Board approved (M/S Ford/Robards 5-0-0-0) Resolution 2023-2316 Adopting the Salary Pay Scales effective July 1, 2023.

AYES: Clark, Ford, Murray, Robards and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

7. LAS GALLINAS VALLEY SANITARY DISTRICT RESPONSE TO THE GRAND JURY REPORT

Board and staff reviewed the Las Gallinas Valley Sanitary District's response to the Marin County Civil Grand Jury report "Build More ADU's – An RX to Increase Marin's Housing Supply".

ACTION:

Board approved (M/S Murray/Robards (5-0-0-0) District staff to proceed with the LGVSD response to the Marin County Civil Grand Jury report.

AYES: Clark, Ford, Murray, Robards and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

8. BOARD REPORTS

1. CLARK
 - a. NBWA Board Committee – no report
 - b. 2023 Operations Control Center Ad Hoc Committee – verbal report
 - c. Other Reports– none
2. FORD
 - a. NBWRA – no report
 - b. 2023 Operations Control Center Ad Hoc Committee – no report
 - c. 2023 GM Evaluation Ad Hoc Committee – no report
 - d. 2023 McInnis Marsh Ad Hoc Committee – no report
 - e. 2023 Fleet Management Ad Hoc Committee – no report
 - f. 2023 SF Bay Trail Ad Hoc Committee – verbal report
 - g. 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. 2023 Development Ad Hoc Committee – no report
 - e. 2023 SF Bay Trail Ad Hoc Committee – verbal report
 - f. Other Reports – none
4. ROBARDS
 - a. Gallinas Watershed Council/Miller Creek – verbal report
 - b. 2023 STPURWE Engineering Ad Hoc Committee – no report
 - c. 2023 McInnis Marsh Ad Hoc Committee – no report
 - d. 2023 Development Ad Hoc Committee – no report
 - e. 2023 GM Evaluation Ad Hoc Committee –verbal 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. 2023 STPURWE Engineering Ad Hoc Committee – no report.
 - e. 2023 Biosolids Ad Hoc Committee – no report
 - f. Other Reports– none

9. BOARD REQUESTS:

- A. Board Meeting Attendance Requests – Yezman requested to attend the River Otter Ecology Project Soil the Bay meeting on October 28, 2023.
- B. Board Agenda Item Requests – a GM Evaluation closed session will be added to the next Board meeting.

10. MISCELLANEOUS DISTRICT CORRESPONDENCE

Discussion ensued.

11. ADJOURNMENT:

ACTION:

The board approved (M/S Ford/Robards 5-0-0-0) the adjournment of the meeting at 7:21 pm.

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

NOES: None.

ABSENT: None.

ABSTAIN: None.

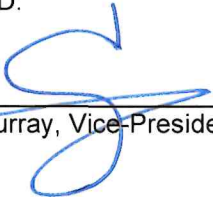
The next Board Meeting is scheduled for September 21, 2023 at 4:30 pm at the District office.

ATTEST



Teresa Lerch, Board Secretary

APPROVED:



Craig K. Murray, Vice-President

