

1 **MINUTES OF FEBRUARY 28, 2019**

2
3 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN
4 SESSION ON FEBRUARY 28, 2019 AT 4:31 PM, AT THE DISTRICT OFFICE, 300 SMITH RANCH
5 ROAD, SAN RAFAEL, CALIFORNIA.
6

7 **BOARD MEMBERS PRESENT:** M. Clark, R. Elias, C. Murray, J. Schriebman and
8 C. Yezman
9

10 **BOARD MEMBERS ABSENT:** None.

11
12 **STAFF PRESENT:** Mike Prinz , General Manager; Teresa Lerch, District
13 Secretary; Mel Liebman, Plant Manager; Greg Pease,
14 Collection System and Safety Manager; Robert Ruiz,
15 Administrative Services Manager
16

17 **OTHERS PRESENT:** Patrick Richardson, District Counsel;
18

19 **ANNOUNCEMENT:** President Murray announced that the agenda had been
20 posted as evidenced by the certification on file in
21 accordance with the law
22

23 **PUBLIC COMMENT:** None.
24

25 Pursuant to Government Code section 54954.2(b)(2), Richardson requested that the following item be
26 added to the Consent Calendar Item 2D – Las Gallinas Valley Sanitary District letter to CalRecycle
27 regarding SB 1383.
28

29 **ACTION:**

30 Board approved (M/S Schriebman/Elias 5-0-0-0) adding to the Consent Calendar Item 2D – Las Gallinas
31 Valley Sanitary District letter to CalRecycle regarding SB 1383.
32

33 AYES: Clark, Elias, Murray and Schriebman and Yezman.
34 NOES: None.
35 ABSENT: None.
36 ABSTAIN: None.
37

38 **CONSENT CALENDAR:**

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

- 41 A. Approve the Board Minutes for February 14, 2019
42 B. Approve the Warrant List for February 28, 2019
43 C. Approve Contract to Brown and Caldwell for Engineering Services during Construction for the
44 Secondary Treatment Plant Upgrade and Recycled Water Expansion (Project).
45 D. Approve Las Gallinas Valley Sanitary District letter to CalRecycle regarding SB 1383.
46

47 Item A was pulled for discussion.
48

49 Item A was discussed.
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56 **ACTION:**
57 Board approved (M/S Schriebman/Elias 5-0-0-0) the Consent Calendar item A through D amending item
58 A to reflect Schriebman's written documentation in Board Reports.

- 59
- 60 AYES: Clark, Elias, Murray and Schriebman and Yezman.
- 61 NOES: None.
- 62 ABSENT: None.
- 63 ABSTAIN: None,
- 64

65 **MARIN LAFCO ELECTION FOR SPECIAL DISTRICT MEMBER**
66 Lew Kious spoke to the Board. Board ranked their first, second and third choices.

67
68 **COLLECTION SYSTEM MASTER PLAN SCOPE REVISION AND REQUEST FOR PROPOSALS –**
69 **INTEGRATED WASTEWATER MASTER PLAN**

70 Board and staff discussed changing the Collection System Master Plan Scope Revision and a request for
71 proposals for an integrated Wastewater Master Plan.

72
73 **ACTION:**
74 Board approved (M/S Elias/Clark 5-0-0-0) a scope revision of the Collection System Master Plan to expand
75 it into a District-wide, multiphase, integrated wastewater masterplan scope, with Phase 1 budget being
76 funded from the current \$200,000 Collection System Master Plan appropriation and authorized issuance of
77 a request for proposals for the Master Plan which does not include growth related impacts.

- 78
- 79 AYES: Clark, Elias, Murray and Schriebman and Yezman.
- 80 NOES: None.
- 81 ABSENT: None.
- 82 ABSTAIN: None
- 83

84 **REGULAR BOARD MEETING DAY AND TIME DISCUSSION**
85 Board and staff discussed potential changes to the regular meeting schedule.

86
87 **ACTION:**
88 Board approved (M/S Murray/Schriebman 5-0-0-0) directing staff and District Counsel to prepare a draft
89 Ordinance proposing to change the Regular Board Meeting days to the First and Third Thursdays
90 at 4:30 pm.

- 91
- 92 AYES: Clark, Elias, Murray and Schriebman and Yezman.
- 93 NOES: None.
- 94 ABSENT: None.
- 95 ABSTAIN: None
- 96

97 **BOARD MEMBER OUTSIDE COMMITTEE MEETING ATTENDANCE COMPENSATION**
98 Board and staff discussed and clarified criteria for committee meeting attendance compensation. Board
99 directed staff to revise Board policies and bring this item back to a Board meeting for review.

100
101 **BOARD COMPENSATION FOR JANUARY 2019**
102 Board discussed January Board meeting compensation.

- 103
104 **INFORMATION ITEMS:**
105 **STAFF / CONSULTANT REPORTS:**
106 1. General Manager Report – Verbal – Prinz reported.
107 2. Administration Department Quarterly Report – Written – Ruiz reported.

108
109 Richardson left at 6:15 pm.

110
111

112 **INFORMATION ITEMS CONTINUED:**

- 113
- 114 3. Collection Department Quarterly Report – Written – Pease reported.
- 115 4. Engineering Department Quarterly Report – Written – Cortez reported.
- 116 5. Operations Department Quarterly Report – Written – Liebmann reported.
- 117

118 Cortez, Liebmann and Pease left at 6:30 pm.

119

120 **BOARD REPORTS:**

- 121 1. LAFCO – Verbal – no report.
- 122 2. Gallinas Watershed Council / Miller Creek Watershed Council – Verbal – no report.
- 123 3. JPA Local Task Force on Solid and Hazardous Waste – Verbal – no report.
- 124 4. Flood Zone 7– Verbal – Yezman reported.
- 125 5. NBWA
- 126 Board Committee – Verbal – no report.
- 127 Executive Committee – Verbal – no report.
- 128 JTC – Verbal – no report.
- 129 6. NBWRA /North Bay Water – Verbal – no report.
- 130 7. Engineering Subcommittee – Verbal – no report.
- 131 8. Other Reports – Verbal – Schriebman reported on the Environmental Forum of Marin Living Building
- 132 Seminar and Murray reported on a Rails to Trails Webinar.
- 133

134 **BOARD REQUESTS:**

- 135 A. Board Meeting Attendance Requests – none.
- 136 B. Board Agenda Item Requests – Yezman requested that the next three upcoming Board meeting
- 137 dates be listed on the Agenda.
- 138

139 **VARIOUS ARTICLES AND MISCELLANEOUS DISTRICT CORRESPONDENCE:**

140 Discussion ensued.

141

142 **ADJOURNMENT:**

143

144 **ACTION:**

145 Board approved (M/S Clark/Elias 5-0-0-0) the adjournment of the meeting at 6:44 p.m.

- 146 AYES: Clark, Elias, Murray, Schriebman and Yezman.
- 147 NOES: None.
- 148 ABSENT: None.
- 149 ABSTAIN: None.
- 150

151 The next Board Meeting is scheduled for March 14, 2019 at the District Office.

152

153

154 ATTEST:

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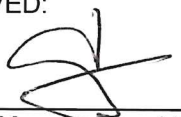
157

158 Teresa Lerch, District Secretary

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160

161 APPROVED:

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163 _____

164

165 Craig K. Murray, Board President



166

167 SEAL