

MEETING MINUTES OF MARCH 16, 2023

THE BOARD OF DIRECTORS AND STAFF OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION ON MARCH 16, 2023 AT 4:33 PM AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300 CONFERENCE ROOM, SAN RAFAEL, CA. 94903

BOARD MEMBERS PRESENT: Megan Clark, Craig Murray, Gary Robards and Crystal Yezman

BOARD MEMBERS ABSENT: Ron Ford

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

OTHERS PRESENT: Patrick Richardson, District Counsel; Gregory Ramirez, IEDA.

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

CLOSED SESSION:

ACTION:

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO CLOSED SESSION ON MARCH 16, 2023, AT 4:34 PM AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, CONFERENCE ROOM, SAN RAFAEL, CALIFORNIA.

Lerch left the meeting at 4:34 pm.

CONFERENCE WITH LABOR NEGOTIATOR – Agency designated representative : Gregory Ramirez, IEDA; Employee organization: IUOE Local 3: pursuant to Government Code Section 54957.6

ADJOURNMENT:

ACTION:

The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on March 16, 2023 at 5:25 pm.

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

STAFF PRESENT: Curtis Paxon, General Manager, Teresa Lerch, District Secretary; Dale McDonald, District Treasurer; Mike Cortez, District Engineer; Mel Liebmann, Plant Manager

OTHERS PRESENT: Mark Hildebrand, Hildebrand Consulting

PUBLIC COMMENT: None.

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

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 March 2, 2023
- B. Approve the Warrant List for March 16, 2023
- C. Approve Board Compensation for February 2023
- D. Approve Murray attending the Implementing the Inflation Reduction Act and Infrastructure Investment and Jobs Act Webinar March 9, 2023
- E. Approve Murray attending the 2023 Sustainable Energy in America Webcast on March 15, 2023
- F. Approve Clark attending the CSDA Understanding Implicit Bias Webinar March 14, 2023
- G. Approve Aqua Contract for TWAS Enclosure/Sludge Basin and Reception Pad Project
- H. Approve Resolution 2023-2301 Board Policies O-40 and M-10
- I. Approve Resolution 2023-2302 Sole Source Specified Equipment
- J. Approve Order Regarding Publication Ordinance 191

Items B, F, G and I were pulled for discussion.

ACTION:

Board approved (M/S Yezman/Clark (4-0-1-0) the Consent Calendar items A through F, H, I and J. Board directed Staff to develop a Sole Source Board Policy to be brought back in two years which will include equipment list, time limits for review and authority of Board. Item F- Murray requested that Board attendance requests include details of what the Board is being asked to review and approve.

AYES: Clark, Murray, Robards and Yezman

NOES: None.

ABSENT: Ford.

ABSTAIN: None.

ACTION:

Board discussed item G and asked Staff to bring this item back to a future Board meeting with modifications requested from the Board and Legal Counsel to address clarification of terms.

3. **INFORMATION ITEMS:**

STAFF / CONSULTANT REPORTS:

- 1. General Manager's Report – Paxton reported.

President Clark requested an Ad Hoc committee be created to look at new Development . It will be named the 2023 Development Ad Hoc Committee. Murray and Robards will be co- chairs.

- 2. Presentation of Draft Sewer Service Charge Study Recommendations – Presentation by Mark Hildebrand. Board provided feedback. Staff to incorporate feedback for workshop on March 29th.
- 3. District Remembrance of Director Schriebman – verbal. Board made several suggestions which staff will research and bring back to the Board.

4. ALTERNATIVE WORK SCHEDULES

Board reviewed the Alternative Work Schedules and Side letter to the current Memorandum of Understanding.

ACTION:

Board approved (M/S Murray/Yezman (4-0-1-0) the Side Letter with one modification, having the workday for overtime calculation begin at 6:00 AM and incorporating language into the Memorandum of Understanding (MOU) that is required to implement alternative work schedules and authorizes the General Manager to develop the administrative policies and procedures necessary to manage the alternative work schedule program.

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

5. BOARD MEMBER REPORTS, BOARD REQUESTS AND MISCELLANEOUS DISTRICT CORRESPONDENCE

Postponed until the next regular Board meeting.

6. ADJOURNMENT:

ACTION:

Board approved (M/S Murray/Yezman 4-0-1-0) the adjournment of the meeting at 7:58 PM.

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

The next Board Meeting is scheduled for March 29, 2023 at 1:00 PM in person at the District Office.

ATTEST:

Teresa Lerch, Board Secretary

APPROVED:

Craig K. Murray, Vice-President

