

1 **MINUTES OF MAY 16, 2019**

2
3 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN
4 SESSION ON MAY 16, 2019 AT 3:07 PM, AT THE DISTRICT OFFICE, 300 SMITH RANCH ROAD,
5 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; Robert Ruiz, District Treasurer
14 (Present for Closed Sessions)

15
16 **OTHERS PRESENT:** Patrick Richardson, District Counsel;

17
18 **ANNOUNCEMENT:** President Murray announced that the agenda had been
19 posted as evidenced by the certification on file in
20 accordance with the law.

21
22 **PUBLIC COMMENT:** None.

23
24 **ADJOURNMENT:**

25
26 **ACTION:**

27
28 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO
29 CLOSED SESSION ON MAY 16th 2019 , AT 3:08 PM, AT THE DISTRICT OFFICE, 300 SMITH RANCH ROAD,
30 SAN RAFAEL, CALIFORNIA.

31
32 Lerch left at 3:08 PM.

33
34 **CLOSED SESSION:**

35
36 **PUBLIC EMPLOYEE PERFORMANCE EVALUATION** – General Manager: pursuant to subdivision
37 (b)(1) of Government Code Section 54957.

38
39 **CONFERENCE WITH LABOR NEGOTIATORS** – Agency designated representatives: General Manager
40 and Administrative Services Manager; Unrepresented employees: Administrative Services Manager,
41 Collection System/Safety Manager, District Engineer, Plant Manager, pursuant to Governmental Code
42 Section 54957.6

43
44 **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION** – Significant exposure to
45 litigation pursuant to Paragraph (2) of Subdivision (d) of Government Code Section 54956.9: Two
46 Potential Cases.

47
48 **ADJOURNMENT:**

49
50 **ACTION:**

51 The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on
52 May 16, 2019 at 4:50 pm.

53
54 **STAFF PRESENT:** Mike Cortez, District Engineer; Mel Liebmann, Plant
55 Supervisor; Teresa Lerch, District Secretary;

56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74
75
76
77
78
79
80
81
82
83
84
85
86
87
88
89
90
91
92
93
94
95
96
97
98
99
100
101
102
103
104
105
106
107
108
109
110
111

OTHERS PRESENT: None.

PUBLIC COMMENT: Director Schriebman shared some pesticide information with the Board and staff.

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

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 April 25, 2019
- B. Approve the Warrant List for May 16, 2019
- C. Approve Board Compensation for April 2019
- D. Approve Craig Murray attending Stanford Sustainability Webinar May 11, 2019 and Fact-Finding Tour in Denmark June 10-15, 2019.
- E. Approve July Board Meeting Schedule Modification
- F. Approve Job Description and Pay Level of Skilled Maintenance Worker I/II
- G. Approve Bid Award – For Providing Services for Biosolids Removal and Surface Injection (1,000,000 Gallons Minimum) During Fiscal Year 2019-2020
- H. Approve Notice of Completion and Resolution 2019- 2161 Accepting the Miscellaneous Roof Replacement
- I. Approve Notice of Completion and Resolution 2019- 2162 Accepting the Quail Hill CIPP Sewer Rehabilitation
- J. Approve Notice of Completion and Resolution 2019-2163 Accepting the Sewer Main Rehabilitation 2018
- K. Approve Will Serve Letter for APN 180-410-07, 101 McInnis Pkwy Embassy Suites
- L. Approve Amendment to Memorandum of Understanding Dated July 1, 2014 to June 30, 2019 between Las Gallinas Valley Sanitary District and Operating Engineers Local 3 and to authorize the General Manager to execute the Amendment.
- M. Approve Univar Contract Proposal for Furnishing Liquid Sodium Hypochlorite (12.5% Concentration) during the twelve-month period of July 1, 2019 – June 30, 2020
- N. Approve Univar Contract Proposal for Furnishing Liquid Sodium Bisulfite (25% Concentration) during the twelve-month period of July 1, 2019 – June 30, 2020
- O. Approve Changes to the Board Compensation policy B-60 Board Member Compensation and Resolution 2019-2164 Approving a Revised Policy for B-60 Board Compensation

Items F and O were tabled until the next Board meeting.

Items B, C, G and H was pulled for discussion and discussed.

ACTION:
Board approved (Schriebman/Elias 5-0-0-0) the Consent Calendar items A through E and G through N.

- AYES: Clark, Elias, Murray, Schriebman and Yezman.
- NOES: None.
- ABSENT: None.
- ABSTAIN: None.

REQUEST FOR PROPOSALS FOR CONSTRUCTION MANAGEMENT SERVICES SECONDARY TREATMENT PLANT UPGRADE AND RECYCLED WATER EXPANSION
Board reviewed a Request for Proposals for Construction Management Services Secondary Treatment Plant Upgrade and Recycled Water Expansion. Discussion ensued.

112
113 **ACTION:**
114 Board approved (M/S Yezman/Elias 5-0-0-0) the immediate reissuance of a Request for Proposals (RFP)
115 for Construction Management and Inspection Services for the balance of the Secondary Treatment Plant
116 Upgrade and Recycled Water Expansion project.
117 AYES: Clark, Elias, Murray, Schriebman and Yezman.
118 NOES: None.
119 ABSENT: None.
120 ABSTAIN: None.
121
122 **APPROVE CONTRACT AMENDMENT 6 TO AQUA ENGINEERING**
123 Board reviewed the Contract Amendment 6 to Aqua Engineering. Discussion ensued.
124
125 **ACTION:**
126 Board approved (M/S Elias/Yezman 5-0-0-0) the Contract Amendment 6 to Aqua Engineering.
127 AYES: Clark, Elias, Murray, Schriebman and Yezman.
128 NOES: None.
129 ABSENT: None.
130 ABSTAIN: None.
131
132 **REVIEW OF PRELIMINARY BUDGET**
133 Staff presented the following proposed budgets for the fiscal year July 1, 2019 to June 30, 2020:
134
135 A. Revenue Budget
136 B. Operation and Maintenance Budget
137 C. Capital Outlay Budget
138 D. Debt Service Budget
139 E. Reserve Budget
140
141 Discussion ensued.
142
143 Cortez and Liebman left at 6:12 p.m.
144
145 **INFORMATION ITEMS:**
146 **STAFF / CONSULTANT REPORTS:**
147 1. General Manager Report – Verbal – Prinz reported
148
149 Schriebman left at 6:25 p.m.
150
151 **BOARD REPORTS:**
152 1. LAFCO – Verbal – Murray reported
153 2. Gallinas Watershed Council / Miller Creek Watershed Council – Verbal – no report.
154
155 Richardson left at 6:43 p.m.
156
157 3. JPA Local Task Force on Solid and Hazardous Waste – Verbal – no report.
158 4. Flood Zone 7– Verbal – no report.
159 5. NBWA
160 Board Committee – Verbal – no report.
161 Executive Committee – Verbal – no report.
162 JTC – Verbal – no report.
163 6. NBWRA /North Bay Water – Verbal – Elias reported.
164 7. Engineering Subcommittee – Verbal – no report.
165 8. Other Reports – Written – Murray included the EPA Office of Community Revitalization’s Strategies for
166 Food Systems, Health, and Economic Development certificate.
167

168 **BOARD REQUESTS:**

169 A. Board Meeting Attendance Requests – Elias, Clark and Yezman requested to attend the SDF
170 Conference in Napa July 7-10. Clark and Yezman requested to attend the CASA Conference in
171 August in San Diego, August 21-23. Clark and Elias requested to attend the WaterReuse
172 Conference in San Diego September 7-11.

173 B. Board Agenda Item Requests – Murray requested a Sewer Lateral Ordinance update and Clark
174 requested Gender Equality be a topic on a future Agenda.
175
176

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

178 Discussion ensued.
179

180 **ADJOURNMENT:**

181
182 **ACTION:**

183 Board approved (M/S Elias/Clark 4-0-1-0) the adjournment of the meeting at 6:56 pm.

184 AYES: Clark, Elias, Murray and Yezman.

185 NOES: None.

186 ABSENT: Schriebman

187 ABSTAIN: None.
188

189 The next Board Meeting is scheduled for May 21, 2019 at the District Office.
190
191

192 **ATTEST:**

193
194
195 

196 _____
197 Teresa Lerch, District Secretary
198

199 **APPROVED:**

200
201 

202 _____
203 Craig K. Murray, Board President
204

205 SEAL

