

MINUTES OF JUNE 16, 2022

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION BY ZOOM CONFERENCE ON JUNE 16, 2022, AT 4:02 PM AND STAFF BY ZOOM CONFERENCE AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300 CONFERENCE ROOM, SAN RAFAEL, CA. 94903

BOARD MEMBERS PRESENT: Ron Ford, Craig Murray, Judy Schriebman and Crystal Yezman. Megan Clark arrived later at 4:06 PM.

BOARD MEMBERS ABSENT: None.

STAFF PRESENT: Chris DeGabriele, Interim General Manager; Dale McDonald, District Treasurer; Mel Liebmann, Plant Manager.

OTHERS PRESENT: David Byers, District Counsel.

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

1. ADDITION OF ITEM TO AGENDA:

- a. District Counsel Byers said there is a need to take immediate action to add an item to the agenda as a need for action came to the attention of the District subsequent to the agenda being posted. As required by government Code Section 54954.2(b)(2), a motion was made to add an item to the agenda.

The Board approved (M/S Murray/Ford 4-0-1) adding an item to the agenda to reconsider cancellation of the July 7, 2022 Board meeting.

Roll Call:

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

- b. Addend Item - Reconsider rescinding the motion of June 2, 2022 to cancel the regular July 7, 2022 Board meeting. Director Clark arrived at 4:06 PM.

The Board approved (M/S Murray/Yezman 5-0-0) rescinding the previous cancellation of the July 7, 2022 Board meeting.

Roll Call:

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

2. PUBLIC COMMENT: None.

3. RESOLUTION NO. 2022-2259 – A RESOLUTION CERTIFYING THAT LEGAL NOTICE HAS BEEN GIVEN FOR THE HEARING ON THE BUDGET FOR THE FISCAL YEAR 2022-23

ACTION:

Board approved (M/S Clark/Ford 5-0-0-0) Resolution No. 2022-2259 – A Resolution Certifying that Legal Notice has been Given for the Hearing on the Budget for the Fiscal Year 2022-23.

Roll Call:

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

4. PUBLIC HEARING ON BUDGET FOR THE 2022-23 FISCAL YEAR

- A. **OPEN PUBLIC HEARING** – President Schriebman opened the public hearing at 4:08 P.M.
- B. **BUDGET 2022-23 PRESENTATION** - District staff presented the following proposed budget for the fiscal year July 1, 2022 to June 30, 2023:
 - a. Revenue
 - b. Operating and Maintenance
 - c. Reserves
 - d. Debt Service
 - e. Capital Outlay
- C. **REVIEW DISTRICT STAFF RECOMMENDATIONS** – Board considered staff recommendation to approve the budget as presented in the Agenda Summary Report and in supporting documentation.
- D. **PUBLIC COMMENT** – 0 members of the public addressed the Board.
- E. **BOARD COMMENT** – The Board discussed the proposed Budget.
- F. **CLOSE THE PUBLIC HEARING** – President Schriebman closed the Public Hearing at 4:33 P.M.

ACTION:

Board approved (M/S Murray/Ford 5-0-0-0) the Budget for the 2022-23 Fiscal Year as presented, and approved encumbrance for all capital projects with a requirement that the decision to purchase a diesel Vac-Con Flusher truck must not be made until after the Board considers alternative fuel options for the collection vehicle.

Roll Call:

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

5. CONFIRM SEWER SERVICE CHARGE FOR FY 2022-23 AND APPROVE RESOLUTION 2022-2260

Report was presented to the Board.

ACTION:

Board confirmed (M/S Ford/Clark 5-0-0-0) the sewer service charge base rate increase from \$1,029 to \$1,122, as established by Ordinance No. 187, and approved Resolution No. 2022-2260 confirming the annual sewer service charge and supplemental service charges for fiscal year 2022-23 and providing for the collection of the sewer service charges on the tax roll.

Roll Call:

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

6. RESOLUTIONS RELATED TO THE 2022-23 BUDGET

Resolutions presented to the Board with recommendation to adopt.

ACTION:

Board approved (M/S Ford/Murray 5-0-0-0) the following resolutions under one-motion:

- A. Resolution No. 2022-2261 fixing and approving the budget for the fiscal year 2022-23.
- B. Resolution No. 2022-2262 determining the 2022-23 appropriation of tax proceeds.
- C. Resolution No. 2022-2263 requesting allocation of taxes for the fiscal year 2022-23.

Roll Call:

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

7. 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 June 2, June 6 and June 7, 2022
- B. Approve the Warrant List for June 16, 2022
- C. Approve Board Compensation for May 2022
- D. Approve Ford attending Navigating Surplus Land Webinar June 16
- E. Approve Resolution 2022-2264 – Remote Meetings

ACTION:

Board approved (M/S Murray/Ford 5-0-0-0) the Consent Calendar items A through E

Roll Call:

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

8. INFORMATION ITEMS:

STAFF / CONSULTANT REPORTS:

- 1. General Manager Report – Verbal – DeGabriele reported

9. AWARD OF CONTRACT FOR FINANCIAL AUDIT

Board reviewed the proposal from Nigro & Nigro to complete financial audits of the District for fiscal years 2022 through 2024.

ACTION:

Board approved (M/S Clark/Ford 5-0-0-0) entering into agreement with Nigro & Nigro to perform independent audits of the District's financials for the fiscal years ending on June 30, 2022 through June 30, 2024, with an option to extend the contract two additional years.

Roll Call:

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

District Counsel David Byers left the meeting at 5:07 PM.

10. BOARD MEMBER REPORTS:

1. CLARK
 - a. NBWA Board Committee –no report
 - b. 2022 Operations Control Center Ad Hoc Committee – no report
 - c. Other Reports–no report

2. FORD
 - a. NBWRA –meeting scheduled June 27.
 - b. 2022 Engineering Ad Hoc Committee re: Secondary Treatment Plant Upgrade – no report
 - c. 2022 Operations Control Center Ad Hoc Committee – will meet tomorrow June 17.
 - d. 2022 Human Resources Ad Hoc Committee –no report
 - e. Marin County Special Districts Association – no report
 - f. Other Reports – attended Surplus Land Act (SLA) webinar which included information on AB 1486 which significantly amended the SLA

3. MURRAY
 - a. Marin LAFCO – met June 9, they approved West Marin Municipal Service Review
 - b. CASA Energy Committee– will be meeting on June 29
 - c. Other Reports – reported on Partnering for Impact Group conference and shared that it has been reported that PFOS has been found in wastewater.

4. SCHRIEBMAN
 - a. JPA Local Task Force– no report
 - b. Gallinas Watershed Council – nice press in the Marin Independent Journal
 - c. 2022 Legal Services Ad Hoc Committee – no report
 - d. 2022 Biosolids Ad Hoc Committee – verbal report
 - e. 2022 Human Resources Ad Hoc Committee – no report
 - f. 2022 McInnis Marsh Ad Hoc Committee- asked if past documents related to the McInnis Marsh can be provided to the Ad Hoc Committee
 - g. Other Reports- no report

5. YEZMAN
 - a. Flood Zone 7– no report
 - b. CSRMA – meeting coming up in a week or two
 - c. Marin Special District Association – no report
 - d. 2022 STPURWE Engineering Ad Hoc Committee– no report
 - e. 2022 Legal Services Ad Hoc Committee – no report
 - f. 2022 McInnis Marsh Ad Hoc Committee – no report
 - g. Other Reports–none

5. BOARD REQUESTS:

- A. Board Meeting Attendance Requests – Director Yezman is requesting to attend National Association of Clean Water Agencies conference in Seattle Washington, July 24 to 27, with paperwork to follow in future Board packet. Seeking verbal approval now to get advance registration hotel discount. Board voiced support for Director Yezman to attend.
- B. Board Agenda Item Requests- Request for study of electric vehicles use. Motion to approve (M/S Ford/Clark 5-0-0-0) the Study of Electric Vehicles Use in the wastewater/utility industry and have General Manager craft scope of work for study.
 - AYES: Clark, Ford, Murray, Schriebman and Yezman
 - NOES: None.
 - ABSENT: None.
 - ABSTAIN: None.

6. MISCELLANEOUS DISTRICT CORRESPONDENCE:

Received. No comments.

7. ADJOURNMENT:

ACTION:

Board approved (M/S Clark/Ford 5-0-0-0) the adjournment of the meeting at 5:32 PM.

AYES: Clark, Ford, Murray, Schriebman and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

A special Board Meeting will be scheduled the week of June 20th. The next regular Board Meeting is scheduled for July 7, 2022

ATTEST:


Dale McDonald, Acting District Secretary

APPROVED:


Megan Clark, Director

SEAL

