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3 **MINUTES OF JULY 26, 2018**

4 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN
5 SESSION ON JULY 26, 2018, AT 4:30 PM, AT THE DISTRICT OFFICE, 300 SMITH RANCH ROAD,
6 SAN RAFAEL, CALIFORNIA.

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

9
10 **BOARD MEMBERS ABSENT:** None.

11
12 **STAFF PRESENT:** Chris DeGabriele, Interim General Manager; Mike
13 Cortez, District Engineer; Teresa Lerch, District Secretary
14 Susan McGuire, District Treasurer

15
16 **OTHERS PRESENT:** David Byers, District Counsel

17
18 **ANNOUNCEMENT:** President Clark 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
25 **2017/18 FINANCIAL AUDIT PLANNING DISCUSSION**

26 John Cropper, CPA of Cropper Accountancy discussed the upcoming annual financial audit.
27 Discussion ensued.

28
29 **REVIEW BOARD POLICY B-50 TRAINING/CONFERENCE/SEMINARS TRAVEL**

30 District Counsel and Board discussed Board Policy B-50 Training/Conference/Seminars/Travel.
31 Discussion ensued.

32
33 **ACTION:**

34 Board approved (M/S Clark/Schriebman 4-1-0-0) Revising Board Policy B-50-10 deleting the words "In
35 General" and adding additional language stating "The Board may vote to allow a Member to exceed this
36 limitation of four (4) conferences or seminars prior to that Member's attendance at the event. Any
37 conference or seminar that a Board Member attends that is two days or longer shall be included in the
38 four (4) conference or seminar limit." The changes will be incorporated into a Resolution and brought
39 back to the Board on the next agenda.

40 **AYES:** Clark, Elias, Murray and Schriebman.

41 **NOES:** Greenfield.

42 **ABSENT:** None.

43 **ABSTAIN:** None.

44
45 **CONSENT CALENDAR:**

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

48 A. Approve the Board Minutes for July 12, 2018.

49 B. Approve the Warrant List for July 26, 2018.

50 C. Approve Board Compensation for June 2018.

51 D. Approve Award of Contract for Sewer Main Rehabilitation 2018.

52 E. Approve Award of Contract for Towable 4" & 8" Emergency Pumps to Pac Machine Company.

53 F. Approve Pre-Purchase of Replacement Parts for Grit Classifiers and Resolution 2018-2135.

54 G. Approve Craig Murray attending the Biowest 2018 Conference Sept 9 -12, 2018 in Chelan, Washington
55 and the International Water Conference November 4-8, 2018 in Scottsdale, Arizona.

57 Item D was pulled by Staff.

58

59 **ACTION:**

60 Board approved (M/S Murray/Clark 5-0-0-0) the Consent Calendar Items A-C and E-G.

61 AYES: Clark, Elias, Greenfield, Murray and Schriebman.

62 NOES: None.

63 ABSENT: None.

64 ABSTAIN: None.

65

66 **ACTION CALENDAR:**

67

68 B. Draft Recruitment Brochure. Josh Jones from CPS HR Consulting telephoned into the
69 meeting. Discussion ensued.

70

71 **ACTION:**

72 Board approved (M/S Schriebman/Clark 5-0-0-0) the Draft Recruitment Brochure with changes requested
73 by the Board.

74 AYES: Clark, Elias, Greenfield, Murray and Schriebman.

75 NOES: None.

76 ABSENT: None.

77 ABSTAIN: None.

78

79 A. Set Special Meeting Dates for Strategic Plan Update.

80

81 **ACTION:**

82 Board approved (M/S Schriebman/Elias 5-0-0-0) setting Special Board Meetings for the Strategic Plan
83 Update on August 24, September 14 and September 28, 2018.

84 AYES: Clark, Elias, Greenfield, Murray and Schriebman.

85 NOES: None.

86 ABSENT: None.

87 ABSTAIN: None.

88

89 C. Approve Call for Bids – Secondary Treatment Plant Upgrade and Recycled Water Expansion.

90

91 **ACTION:**

92 Board approved (M/S Elias/Murray 5-0-0-0) Call for Bids for the Secondary Treatment Plant Upgrade and
93 Recycled Water Expansion project (aka Novato South Service Area/LGVSD-MMWD Recycled Water
94 Project)

95 AYES: Clark, Elias, Greenfield, Murray and Schriebman.

96 NOES: None.

97 ABSENT: None.

98 ABSTAIN: None.

99

100 **INFORMATION ITEMS:**

101 **STAFF / CONSULTANT REPORTS:**

- 102 1. Interim General Manager Report – Verbal – DeGabriele reported.
103 2. Administration Department Quarterly Report – Written – McGuire reported.
104 3. Engineering Department Quarterly Report – Written – No discussion.
105 4. Operations Department Quarterly Report – Written – No discussion.

106

107 Byers left at 7:30 p.m.

108 Cortez left at 7:31 p.m.

109

110 Due to lack of time, the Board Reports were not discussed.

111

- 112 **BOARD REQUESTS:**
113 A. Board Meeting Attendance Requests – None.
114 B. Board Agenda Item Requests – None.
115

116 **VARIOUS ARTICLES AND MISCELLANEOUS DISTRICT CORRESPONDENCE:**
117 Discussion ensued.
118

119 **ADJOURNMENT:**
120

121 **ACTION:**

122 Board approved (M/S Murray/Elias 5-0-0-0) the adjournment of the meeting at 7:35 p.m.

123 AYES: Clark, Elias, Greenfield, Murray and Schriebman.

124 NOES: None.

125 ABSENT: None.

126 ABSTAIN: None.
127

128 The next Board Meeting is scheduled for August 23, 2018 at the District Office.
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130 **ATTEST:**

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134 Teresa Lerch, District Secretary
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138 **APPROVED:**

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142 Megan Clark, Board President
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144 SEAL

