



101 Lucas Valley Road, Suite 300  
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**MANAGEMENT TEAM**  
Interim General Manager, Chris DeGabriele  
Plant Operations, Mel Liebmann  
Collections/Safety/Maintenance, Greg Pease  
Engineering, Michael P. Cortez  
Administrative Services, Dale McDonald

**DISTRICT BOARD**  
Megan Clark  
Ronald Ford  
Craig K. Murray  
Judy Schriebman  
Crystal J. Yezman

The Mission of the Las Gallinas Valley Sanitary District is to protect public health and the environment by providing effective wastewater collection, treatment, and recycling services.

## **BOARD MEETING AGENDA**

**February 3, 2022**

*On March 12, 2020, Governor Newsom issued Executive Order N-25-20, which enhances State and Local Governments' ability to respond to COVID-19 Pandemic based on Guidance for Gatherings issued by the California Department of Public Health. The Executive Order specifically allows local legislative bodies to hold meetings via teleconference and to make meetings accessible electronically, in order to protect public health, which was due to end on September 30, 2021 (Exec. Ord. N-08-21). However, the Legislature passed AB 361 which provides local agencies with the ability to meet remotely during proclaimed state emergencies under modified Brown Act requirements, similar in many ways to the rules and procedures established by the Governor's previous Executive Orders. - In light of this – the February 3, 2022 meeting of the LGVSD Board will be held via Zoom electronic meeting\*. There will be NO physical location of the meeting. Due to the current circumstances, there may be limited opportunity to provide verbal comments during the meeting. Persons who wish to address the Board for public comment or on an item on the agenda are encouraged, but not required, to submit comments in writing to the Board Secretary (tlerch@lgsd.org) by 5:00 pm on Wednesday, February 2, 2022. In addition, Persons wishing to address the Board verbally must contact the Board Secretary, by email ([tlerch@lgsd.org](mailto:tlerch@lgsd.org)) and provide their Name; Address; Tel. No.; and the Item they wish to address by the same date and time deadline for submission of written comments, as indicated above. Please keep in mind that any public comments must be limited to 3 minutes due to time constraints. Any written comments will be distributed to the LGVSD Board before the meeting.*

*\*Prior to the meeting, participants should download the Zoom app at:  
<https://zoom.us/download>.*

### **REMOTE CONFERENCING ONLY**

**Join Zoom Meeting online at: <https://us02web.zoom.us/j/81768632735>**

**OR**

**By teleconference at: +16699009128 Meeting ID: 817 6863 2735**

**MATERIALS RELATED TO ITEMS ON THIS AGENDA ARE AVAILABLE FOR  
PUBLIC INSPECTION ON THE DISTRICT WEBSITE WWW.LGVSD.ORG**

**NOTE: Final board action may be taken on any matter appearing on agenda**

Estimated  
Time

**OPEN SESSION:**

4:00 PM

**1A. PUBLIC COMMENT**

This portion of the meeting is reserved for persons desiring to address the Board on matters not on the agenda and within the jurisdiction of the Las Gallinas Valley Sanitary District. Presentations are generally limited to three minutes. All matters requiring a response will be referred to staff for reply in writing and/or placed on a future meeting agenda. Please contact the General Manager before the meeting.

**CLOSED SESSION:**

4:05 PM

**2A. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION** – Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code § 54956.9: One case.

**OPEN SESSION:**

4:30 PM

**1. PUBLIC COMMENT**

This portion of the meeting is reserved for persons desiring to address the Board on matters not on the agenda and within the jurisdiction of the Las Gallinas Valley Sanitary District. Presentations are generally limited to three minutes. All matters requiring a response will be referred to staff for reply in writing and/or placed on a future meeting agenda. Please contact the General Manager before the meeting.

4:35 PM

**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 January 6 and January 18, 2022
- B. Approve the Warrant List for February 3, 2022

Possible expenditure of funds: Yes, Item B.

Staff recommendation: Adopt Consent Calendar – Items A and B.

4:40 PM

**3. INFORMATION ITEMS:**

**STAFF/CONSULTANT REPORTS:**

- 1. Interim General Manager's Report – Verbal
- 2. Annual Budget Development Timeline for FY 2022/23 - Written
- 3. Department Reports – Operations - Written

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- 5:15 PM**      **4. APPROVE ARCSINE CONTRACT AMENDMENT 2 FOR ADDITIONAL SCADA CONSTRUCTION SUPPORT FOR THE SECONDARY TREATMENT PLANT UPGRADE AND RECYCLED WATER EXPANSION PROJECT**
- Board to review the contract amendment 2 for SCADA support for the Secondary Treatment Plant Upgrade and Recycled Water Expansion project.
- 5:25 PM**      **5. UPDATE TO COVID-19 PREVENTION PROGRAM**
- Staff to report on recent changes to the District's COVID-19 Prevention Program including the incorporation of revised Cal/OSHA Emergency Temporary Standards around isolation and quarantine.
- 6:00 PM**      **6. PUBLIC COMMENT**
- This portion of the meeting is reserved for persons desiring to address the Board on matters not on the agenda and within the jurisdiction of the Las Gallinas Valley Sanitary District. Presentations are generally limited to three minutes. All matters requiring a response will be referred to staff for reply in writing and/or placed on a future meeting agenda. Please contact the Board Secretary before the meeting.
- 6:05 PM**      **7. BOARD MEMBER REPORTS:**
1. CLARK
    - a. NBWA Board Committee, NBWA Conference Committee, 2022 Operations Control Center Ad Hoc Committee, Other Reports
  2. FORD
    - a. NBWRA, Gallinas Watershed Council, Marin Special Districts Association, 2022 Ad Hoc Engineering Committee re: STPURWE, 2022 Operations Control Center Ad Hoc Committee, 2022 Human Resources Committee, 2022 Ad Hoc CSA 18 Ad Hoc Review committee, Other Reports
  3. MURRAY
    - a. Marin LAFCO, CASA Energy Committee, 2022 GM Recruitment Ad Hoc Committee, Other Reports
  4. SCHRIEBMAN
    - a. JPA Local Task Force, 2022 Legal Services Ad Hoc committee, 2022 Biosolids Ad Hoc Committee, 2022 Human Resources Ad Hoc committee, Other Reports
  5. YEZMAN
    - a. Flood Zone 7, CSRMA, 2022 Ad Hoc Engineering Committee re: STPURWE Engineering Subcommittee, 2022 Legal Services Ad Hoc Committee, 2022 GM Recruitment Ad Hoc Committee, Marin Special Districts, 2022 Biosolids Ad Hoc committee, 2022 Ad Hoc CSA 18 Ad Hoc Review committee, Other Reports
- 6:15 PM**      **8. BOARD REQUESTS:**
- A. Board Meeting Attendance Requests – Verbal
  - B. Board Agenda Item Requests – Verbal

C. Recent Board Agenda Item Requests

- i. ACTION – Public Use of Reclamation – requested 1/6/22
- ii. ACTION – Invasive Species Removal in Reclamation – requested 1/6/22
- iii. ACTION – Low Income Discounts on Sewer Charges – requested 1/6/22
- iv. ACTION – Parliamentary Procedures – requested 1/18/22
- v. ACTION – Grant Funding Opportunities – requested 1/18/22
- vi. ACTION – District Secretary and Admin/Financial Specialist Compensation Review – requested 1/18/22
- vii. ACTION – Board Policy to address off-topic statements requested 1/18/22

6:35 PM 9. VARIOUS INDUSTRY RELATED ARTICLES

6:40 PM 10. ADJOURNMENT

**FUTURE BOARD MEETING DATES: FEBRUARY 17 AND MARCH 3, 2022**

AGENDA APPROVED:	Judy Schriebman, Board President	Patrick Richardson, Legal Counsel
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**CERTIFICATION:** I, Teresa Lerch, District Secretary of the Las Gallinas Valley Sanitary District, hereby declare under penalty of perjury that on or before January 31, 2022, 4:00 p.m., I posted the Agenda for the Board Meeting of said Board to be held February 3, 2022, at the District Office, located at 101 Lucas Valley Road, Suite 300, San Rafael, CA.

DATED: January 27, 2022

  
 Teresa L. Lerch  
 District Secretary

The Board of the Las Gallinas Valley Sanitary District meets regularly on the first and third Thursday of each month. The District may also schedule additional special meetings for the purpose of completing unfinished business and/or study session. Regular meetings are held at the District Office, 101 Lucas Valley Road, Suite 300, San Rafael, CA.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District at (415) 472-1734 at least 24 hours prior to the meeting. Notification prior to the meeting will enable the District to make reasonable accommodation to help ensure accessibility to this meeting.