

MEETING MINUTES OF NOVEMBER 18, 2021

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION BY ZOOM CONFERENCE ON NOVEMBER 18, 2021 AT 4:05 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: M. Clark, R. Elias, C. Murray, J. Schriebman and C. Yezman

BOARD MEMBERS ABSENT: None.

STAFF PRESENT: Mike Prinz, General Manager; Teresa Lerch, Board Secretary; Dale McDonald, District Treasurer

OTHERS PRESENT: Dave Byers, District Counsel

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

1. PUBLIC COMMENT: None

ACTION:

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO CLOSED SESSION ON NOVEMBER 18, 2021 , AT 4:06 PM, BY ZOOM CONFERENCE AND AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, CONFERENCE ROOM, SAN RAFAEL, CALIFORNIA.

Lerch and McDonald left at 4:06 pm.
Prinz left at 4:33 pm.

CLOSED SESSION:

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

ADJOURNMENT:

ACTION:

The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on November 18, 2021 at 5:50 pm.

BOARD MEMBERS PRESENT: (By Roll Call): M. Clark ,R. Elias, C. Murray, J. Schriebman, C. Yezman

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

OTHERS PRESENT: None.

PUBLIC COMMENT: None.

REPORT ON CLOSED SESSION: District Counsel Byers reported that the Board moved to terminate the Employment Agreement immediately with the General Manager Mike Prinz, an “at will” employee without cause pursuant to Sections 2 and 7 of the Employment Agreement. Board Members, Clark, Elias, and Schriebman voted aye; Board members Murray, and Yezman voted no. After informing General Manager Mike Prinz of the decision, District Counsel Dave Byers announced the decision of the Board with the votes in open session pursuant to Government Code Section 54957.1(5).

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 October 21, 2021
- B. Approve the Warrant List for November 18, 2021
- C. Approve Board Compensation for October 2021
- D. Approve Resolution 2021-2230 Continuing Remote Board Meetings

ACTION:

Board approved (M/S Schriebman/Murray 5-0-0-0) the Consent Calendar items A through D.

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

3. INFORMATION ITEMS:

STAFF / CONSULTANT REPORTS:

- 1. General Manager Report – no report
- 2. District Correspondence – no discussion
- 3. Large Integrated Audit Initial Measures List – Liebmann reported
- 4. Secondary Treatment Process Upgrade and Recycled Water Expansion Project Update- Cortez reported

4. OAKMONT SENIOR LIVING WILL SERVE AND RESOLUTION GRANTING AN EASEMENT

Board reviewed the Oakmont Senior Living Will Serve letter and Resolution 2021-2231. Discussion ensued.

ACTION:

Board approved (M/S Elias/Schriebman 5-0-0-0) the Oakmont Senior Living Will Serve letter and Resolution 2021-2231

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

5. LOWER MILL CREEK REVEGETATION MAINTENANCE AWARD

Board reviewed the 1-year contract extension with Hanford ARC for the Lower Miller Creek.

ACTION:

Board approved (M/S Schriebman/Murray 5-0-0-0) the 1-year contract extension with Hanford ARC for the Lower Miller Creek.

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

6. COMPUTERIZED MAINTENANCE MANAGEMENT SYSTEM (CMMS) TECHNICIAN (MAINTENANCE PLANNER) JOB DESCRIPTION AND COMPENSATION

Board reviewed the Job classification and compensation for the Computerized Management System (CMMS) Technician position.

ACTION:

Board approved (M/S Murray/Schriebman 5-0-0-0) the Computerized Maintenance Management System (CMMS) Technician job description and compensation with modifications to the educational requirement of the job description adding that a four-year bachelor's degree is desirable.

AYES: Clark, Elias, Murray, Schriebman and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

7. PUBLIC COMMENT – none.

8. BOARD MEMBER REPORTS:

1. CLARK

- a. NBWA Board Committee –no report
- b. NBWA Conference Committee – no report
- c. 2021 Employee Climate Survey Ad Hoc Committee- no report
- d. 2021 Operations Control Center Ad Hoc Committee – no report
- e. Other Reports–no report

2. ELIAS

- a. NBWRA– no report
- b. Ad Hoc Engineering Committee—no report
- c. Ad Hoc 2021 GM Evaluation Committee –no report
- d. 2021 Operations Control Center Ad Hoc Committee – no report
- e. Other Reports– no report

3. MURRAY

- a. Marin LAFCO – no report
- b. CASA Energy Committee– no report
- c. Ad Hoc 2021 GM Evaluation Committee – no report
- d. 2021 Legal Services Ad Hoc Committee – no report
- e. 2021 Employee Climate Survey Ad Hoc Committee- no report
- f. Marin County Special Districts Association – verbal report
- g. Other Reports – verbal report

4. SCHRIEBMAN

- a. Gallinas Watershed Council/Miller Creek Watershed Council– no report
- b. JPA Local Task Force– no report
- c. NBWA Tech Advisory Committee– no report
- d. Other Reports- no report

5. YEZMAN

- a. Flood Zone 7– no report
- b. CSRMA – no report
- c. Ad Hoc Engineering Committee– no report
- d. 2021 Legal Services Ad Hoc Committee – no report
- e. Other Reports–no report

Board President Yezman proposed a new ad hoc GM Recruitment committee consisting of herself and Director Murray. The Board agreed by unanimous consent. President Yezman will confer with District Counsel about appointing an acting General Manager.

9. BOARD REQUESTS:

- A. Board Meeting Attendance Requests- none.
- B. Board Agenda Item Requests- Schriebman would like Measure A -County redistricting, and a farewell party for Director Elias added as future agenda items. Murray would like Rosenberg Rules of Order and MMWD Recycled Water Signs missing the LGVSD logo added to a future Board meeting. Clark requested the ad hoc GM Recruitment Committee meet before the December 2nd Board meeting and report back to the Board on December 2nd.
- C. Board Secretary requested the Board's availability for the following meetings:
Dec 6 or Dec 8 for a Strategic Initiatives 2 hour zoom workshop and December 13, or December 14 for a Board Policy Review 3 hour zoom workshop. By unanimous consent, the Board will postpone these two workshops until after the new General Manager is hired.
Board Vacancy Interviews – after discussion, the Board said they would probably be available 3 pm to 6 pm or all day, if necessary, on January 4 or January 6. The interviews would be held all in one day. Final date and time to be agreed upon at the December 2nd Board meeting.

10. VARIOUS INDUSTRY RELATED ARTICLES – no discussion.

11. ADJOURNMENT:

ACTION:

Board approved (M/S Schriebman/Clark 5-0-0-0) the adjournment of the meeting at 7:46 pm.

AYES: Clark, Elias, Murray, Schriebman and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

The next Board Meeting is scheduled for Thursday, December 2, 2021 at 4 pm by Zoom meeting.

ATTEST:



Teresa Lerch, District Secretary

APPROVED:



Megan Clark, Board Vice-President

