

MEETING MINUTES OF AUGUST 15, 2024

THE BOARD OF DIRECTORS AND STAFF OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION AT 4:00 PM AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300 CONFERENCE ROOM, SAN RAFAEL, CA. 94903

BOARD MEMBERS PRESENT: Megan Clark, Craig Murray, Barry Nitzberg, Gary Robards and Crystal Yezman (arrived at 4:01 pm)

BOARD MEMBERS ABSENT: None.

STAFF PRESENT: Curtis Paxton, General Manager; Teresa Lerch, Board Secretary; Dale McDonald, District Treasurer, Mike Cortez, District Engineer; Angela Beran, Grant Management and Procurement Specialist.

OTHERS PRESENT: Patrick Richardson, District Counsel; Justin Wilcock, Jason Raleigh and Patty Garbarino, Marin Sanitary Service; Tim Holmes, Kenwood Energy.

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

1. PUBLIC COMMENT: None.

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 July 18, 2024
- B. Receive and Ratify the Check Warrant Lists through August 5, 2024
- C. Approve Board Compensation for July 2024
- D. Approve Murray attending Wastewater Operation Basics Certification on August 13 at Sea Ranch, CA.
- E. Approve Award of Contract Kennedy Jenks Integrated Wastewater Master Plan (IWMP) Phase 3 Amendment 2.

ACTION:

Board approved (M/S Robards/Nitzberg (5-0-0-0) the Consent Calendar items A through E.

AYES: Clark, Murray, Nitzberg, Robards and Yezman.

NOES: None.

ABSENT: None.

ABSTAIN: None.

3. INFORMATION ITEMS:

STAFF / CONSULTANT REPORTS:

- 1. General Manager's Report – Paxton reported.
- 2. Solar Project Update – Tim Holmes from Kenwood Energy gave the Board an update.
- 3. Marin Sanitary Service Annual Report – Justin Wilcock and Jason Raleigh reviewed the Marin Sanitary Service 2023 Service Area Annual Report with the Board. Discussion ensued.
- 4. Administrative Services Department Report – McDonald reported.
- 5. Quarterly Financial Report – McDonald reported.

6. Board Policy Review - Purchasing F-90, Credit Cards F-100, Grant Management F-150 and Fixed Asset Accounting Controls O-10 – McDonald and Beran reported. Discussion ensued.

4. BOARD REPORTS

1. YEZMAN
 - a. Flood Zone 7– no report
 - b. CSRMA – no report
 - c. Marin Special District Association – no report
 - d. STPURWE Engineering Ad Hoc Committee – no report
 - e. Biosolids Ad Hoc Committee – no report
 - f. Other Reports– no report

Yezman left at 5:58 pm

2. CLARK
 - a. NBWA Board Committee – no report
 - b. Operation Control Centers Ad Hoc Committee – no report
 - c. Fleet Management Ad Hoc Committee – no report
 - d. FutureSense Ad Hoc Committee – no report
 - e. CASA Workforce Committee – no report
 - f. Other Reports – no report
3. MURRAY
 - a. Marin LAFCO –verbal report
 - b. Flood Zone 6 – no report
 - c. CASA Energy Committee – verbal report
 - d. Biosolids Ad Hoc Committee – no report
 - e. Development Ad Hoc Committee – no report
 - f. SF Bay Trail Ad Hoc Committee – no report
 - g. Other Reports- no report
4. NITZBERG
 - a. Operation Control Centers Ad Hoc Committee – no report
 - b. Fleet Management Ad Hoc Committee – no report
 - c. McInnis Marsh Ad Hoc Committee – no report
 - d. SF Bay Trail Ad Hoc Committee – no report
 - e. Other Reports – verbal report – CASA Annual Conference
5. ROBARDS
 - a. Gallinas Watershed Council/Miller Creek – verbal report
 - b. STPURWE Engineering Ad Hoc Committee – no report
 - c. McInnis Marsh Ad Hoc Committee – no report
 - d. Development Ad Hoc Committee – verbal report
 - e. FutureSense Ad Hoc Committee – no report
 - f. Other Reports – no report

5. BOARD REQUESTS:

- A. Board Meeting Attendance Requests – none.
- B. Board Agenda Item Requests – consider review of per diem policy.

6. MISCELLANEOUS DISTRICT ARTICLES

Discussion ensued.

7. ADJOURNMENT:

ACTION:

The board approved (Robards/Clark 4-0-1-0) the adjournment of the meeting at 6:41 p.m.

AYES: Clark, Murray, Nitzberg and Robards

NOES: None.

ABSENT: Yezman.

ABSTAIN: None.

The next Regular Board Meeting is scheduled for September 5, 2024 at 4:00 pm at the District office.

ATTEST:



Teresa Lerch, Board Secretary

APPROVED:



Gary E. Robards, Vice-President

