

1 **MINUTES OF JULY 16, 2020**

2
3 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN
4 SESSION BY ZOOM CONFERENCE ON JULY 16, 2020 AT 3:08 PM AND STAFF BY ZOOM
5 CONFERENCE AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300 CONFERENCE
6 ROOM, SAN RAFAEL, CA. 94903

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

10
11 **BOARD MEMBERS ABSENT:** None

12
13 **STAFF PRESENT:** Mike Prinz , General Manager; Teresa Lerch, District
14 Secretary

15
16 **OTHERS PRESENT:** Pat Richardson, District Counsel; Mark Moses,
17 Regional Government Services

18
19 **ANNOUNCEMENT:** President Elias announced that the agenda had been
20 posted as evidenced by the certification on file in
21 accordance with the law.

22
23 **PUBLIC COMMENT:** None.

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25 **ACTION:**

26
27 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO
28 CLOSED SESSION ON JULY 16, 2020 , AT 3:09 PM, BY ZOOM CONFERENCE AND AT THE DISTRICT
29 OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, CONFERENCE ROOM, SAN RAFAEL, CALIFORNIA.

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31 Lerch left at 3:09 pm.

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33 **CLOSED SESSION:**

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35 **ASM RECRUITMENT UPDATE – PUBLIC EMPLOYEE APOINTMENT/EMPLOYMENT**
36 **ADMINISTRATIVE SERVICES MANAGER** – Pursuant to subdivision (b)(1) of Government Code Section
37 54957.

38
39 **CONFERENCE WITH REAL PROPERTY NEGOTIATORS** – Pursuant to Government Code
40 § 54956.5; Regarding real property located at 405 Vendola Drive, San Rafael. Real Property Negotiator Is
41 Mike Prinz, General Manager.

42
43 **CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION** – Significant exposure
44 to litigation pursuant to paragraph (2) of Government Code § 54956.9: One potential case.

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46
47 **ADJOURNMENT:**

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49 **ACTION:**
50 The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on
51 July 16, 2020 6:01 pm.

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53 **BOARD MEMBERS PRESENT:** (By Roll Call): M. Clark ,R. Elias, C. Murray,
54 J. Schriebman, C. Yezman (arrived at 6:08 pm)

56 **STAFF PRESENT:** Teresa Lerch, District Secretary; Mike Cortez, District
57 Engineer
58

59 **OTHERS PRESENT:** Mark Moses, Regional Government Services; Tom
60 Gorman, Kennedy Jenks
61

62 **PUBLIC COMMENT:** None.
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64 **REPORT ON CLOSED SESSION:** President Elias reported that there were no reportable actions in
65 Closed Session.
66

67 **CONSENT CALENDAR:**

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

- 70 A. Approve the Board Minutes for June 26 and July 2, 2020
- 71 B. Approve the Warrant List for July 16, 2020
- 72 C. Approve Board Compensation for June 2020
- 73 D. Approve Schriebman attending the Virtual 35th Annual National WaterReuse Conference
74 September 14-16
- 75 E. Approve Order of the Board that Publication of Ordinance 182 has Occured
- 76 F. Approve Extension of Designation of the Secondary Treatment Process Upgrade and
77 Recycled Water Expansion Project as an Essential Function per Marin County Public Health
78 Order

79 **ACTION:**

80 Board approved (M/S Schriebman/Murray 4-0-1-0) the Consent Calendar items A through F.

81 Roll Call:

82 AYES: Clark, Elias, Murray and Schriebman
83 NOES: None.
84 ABSENT: Yezman.
85 ABSTAIN: None.
86

87 **CASA 2020 DESIGNATION OF AGENCY REPRESENTATIVE AND RELATED MATTERS**

88 Board discussed appointing CASA Agency Representatives and the CASA Board of Directors and Dues
89 Resolution. Discussion ensued.
90

91 **ACTION:**

92 Board approved (M/S Schriebman/Murray 5-0-0-0) appointing Judy Schriebman as the CASA voting
93 member who shall exercise the voting rights and other privileges on behalf of LGVSD. Mike Prinz is the first
94 Alternate and Megan Clark is the second Alternate.

95 Roll Call:

96 AYES: Clark, Elias, Murray, Schriebman and Yezman.
97 NOES: None.
98 ABSENT: None.
99 ABSTAIN: None.

100 **ACTION:**

101 Board approved (M/S Schriebman/Clark 5-0-0-0) Teri Lerch (Board Secretary) receiving official
102 communications from and/or sending official communications to CASA by electronic transmission (i.e.-
103 email).

104 Roll Call:

105 AYES: Clark, Elias, Murray, Schriebman and Yezman.
106 NOES: None.
107 ABSENT: None.
108 ABSTAIN: None.
109
110
111

112
113 **ACTION:**
114 Board approved (M/S Murray/Schriebman 5-0-0-0) Board approved the CASA Slate of Directors.
115 Roll Call:

116 AYES: Clark, Elias, Murray, Schriebman and Yezman.
117 NOES: None.
118 ABSENT: None.
119 ABSTAIN: None.
120

121 **ACTION:**
122 Board approved (M/S Schriebman/Clark 5-0-0-0) the CASA Dues Resolution No 20-210.
123 Roll Call:

124 AYES: Clark, Elias, Murray, Schriebman and Yezman.
125 NOES: None.
126 ABSENT: None.
127 ABSTAIN: None.
128

129
130 **SEPTEMBER BOARD MEETING SCHEDULE MODIFICATION**

131 Board and staff discussed cancelling the September 3, 2020 Board Meeting.

132 **ACTION:**
133 Board approved (M/S Clark/Murray 5-0-0-0) cancelling the September 3, 2020 Board Meeting.
134 Roll Call:

135 AYES: Clark, Elias, Murray, Schriebman and Yezman.
136 NOES: None.
137 ABSENT: None.
138 ABSTAIN: None.
139

140 **BOARD MEETING START TIME**

141 Board and staff discussed changing the Board meeting start time. Discussion ensued.

142 **ACTION:**
143 Board approved (M/S Schriebman/Murray 5-0-0-0) having a Public Hearing and amending the Ordinance
144 Code to change the Board Meeting Start time to 3:30 pm.

145 Roll Call:
146 AYES: Clark, Elias, Murray, Schriebman and Yezman.
147 NOES: None.
148 ABSENT: None.
149 ABSTAIN: None.
150

151 **DONATIONS OF DISTRICT FUNDS TO NONPROFIT ORGANIZATIONS**

152 Board and staff discussed the donation of District Funds to nonprofit organizations. Discussion ensued.

153 **ACTION:**
154 Board approved (M/S Yezman/Clark 3-2-0-0) donating \$1000 to the River Otter Ecology Project "Mostly
155 Water Art & Poetry Splash" Contest.

156 Roll Call:
157 AYES: Clark, Elias and Yezman.
158 NOES: Murray and Schriebman
159 ABSENT: None.
160 ABSTAIN: None.
161

162 **INFORMATION ITEMS:**

163 **STAFF / CONSULTANT REPORTS:**

- 164 1. General Manager Report – Verbal – Prinz reported
165 2. LGVSD Response to Marin County Civil Grand Jury Follow-up Report on Web Transparency of Agency
166 Compensation Practices dated April 28, 2020 – Written – Lerch and Prinz reported

167 3. Secondary Treatment Plant Upgrade and Recycled Water Expansion Project Update – Cortez and Tom
168 Gorman from Kennedy Jenks gave a presentation.
169

170 **BOARD MEMBER REPORTS:**

171 1. CLARK

- 172 a. NBWA Board Committee – verbal report
- 173 b. NBWA Conference Committee– no report
- 174 c. Ad Hoc HR Committee re: 2019 GM Evaluation-no report
- 175 d. Ad Hoc HR Committee re: 2019 Employee Climate Survey – no report
- 176 e. Other Reports– no report

177

178 2. ELIAS

- 179 a. NBWRA– verbal report
- 180 b. Ad Hoc Engineering Committee— no report
- 181 c. Other Reports– no report

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183 3. MURRAY

- 184 a. Marin LAFCO– verbal report
- 185 b. CASA Energy Committee– no report
- 186 c. Ad Hoc HR Committee re: GM Evaluation – no report
- 187 d. Other Reports– no report

188 4. SCHRIEBMAN

- 189 a. JPA Local Task Force– no report
- 190 b. NBWA Tech Advisory Committee– no report
- 191 c. Ad Hoc HR Committee re: 2019 Employee Climate Survey – no report
- 192 d. Other Reports- Marin Fire Committees – verbal report

193 5. YEZMAN

- 194 a. Gallinas Watershed Council/Miller Creek Watershed Council– verbal report
- 195 b. Flood Zone 7– no report
- 196 c. CSRMA– no report
- 197 d. Ad Hoc Engineering Committee– no report
- 198 e. Other Reports–NBWA – verbal report

199

200 **BOARD REQUESTS:**

- 201 A. Board Meeting Attendance Requests –Murray sent Lerch three Webinar requests which will be on the
- 202 next Board agenda.
- 203 B. Board Agenda Item Requests – LGVSD Donation policy.
- 204 C. Previous Board Requests - Board Conference registration assistance; Dissolution of Ad Hoc HR Sub
- 205 committees for 2019 GM Evaluation and 2019 Employee Climate Survey; Administrative Policy A-03,
- 206 Mobile Computer Devices Used for District Business; 2020 Employee Climate Survey.
- 207

208 **VARIOUS ARTICLES AND MISCELLANEOUS DISTRICT CORRESPONDENCE:**

209 Discussion ensued.

210

211 **ACTION:**

212 Board approved (M/S Murray/Clark 5-0-0-0) the adjournment of the meeting at 8:26 pm. in memory of Bill

213 Chiat.

214 Roll Call:

215 AYES: Clark, Elias, Schriebman and Yezman.

216 NOES: None.

217 ABSENT: Murray

218 ABSTAIN: None.

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220 The next Board Meeting is scheduled for August 6 , 2020.

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ATTEST



Teresa Lerch, District Secretary

APPROVED:



Judy Schriebman, Vice President

SEAL

