

1 **MINUTES OF OCTOBER 15, 2020**

2  
3 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN  
4 SESSION BY ZOOM CONFERENCE ON OCTOBER 15, 2020 AT 3:32 PM AND STAFF BY ZOOM  
5 CONFERENCE AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300 CONFERENCE  
6 ROOM, SAN RAFAEL, CA. 94903

7  
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; Mike Cortez, District Engineer; Dale  
15 McDonald, Administrative Services Manager

16  
17 **OTHERS PRESENT:** Pat Richardson, District Counsel (arrived at 3:35 pm);  
18 Tom Gorman, Kennedy Jenks

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

23  
24 **PUBLIC COMMENT:** None.

25  
26 Pursuant to Government Code section 54954.2(b)(2), Lerch requested that the following item be added to  
27 the Agenda Item number 2.5 – General Manager Evaluation Process 2020 Timeline.

28  
29 **ACTION:**

30 Board approved (M/S Yezman/Murray 5-0-0-0) adding Agenda Item number 2.5 – General Manager  
31 Evaluation Process 2020 Timeline.

32 **Roll Call:**

33 **AYES:** Clark, Elias, Murray, Schriebman and Yezman.  
34 **NOES:** None.  
35 **ABSENT:** None.  
36 **ABSTAIN:** None.

37  
38 **CONSENT CALENDAR:**

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

- 41 A. Approve the Board Minutes for October 1, 2020
  - 42 B. Approve the Warrant List for October 15, 2020
  - 43 C. Approve Board Compensation for September 2020
  - 44 D. Approve Clark attending the CWEA Co-Digestion WWTP Webinar on 10-13-20
  - 45 E. Approve Clark attending the CWEA Brave New World Webinar on 10-14-20
  - 46 F. Approve Clark attending the CWEA History of Sewer Cleaning Webinar on 10-28-20
  - 47 G. Approve Resolution 2020-2201 SSMP Update
  - 48 H. Approve Resolution 2020-2202 – Board Policy B60-51 Miscellaneous Expense  
49 Reimbursement
- 50  
51

- 52 I. Approve Application of Allocation of Capacity for APN 178-125-02 1012 Las Pavadas Ave  
53 Accessory Dwelling Unit  
54 J. Approve Designation of the Secondary Treatment Process Upgrade and Recycled Water  
55 Expansion Project as an Essential Governmental Function per Marin County Public Health  
56 Order  
57  
58

59 Items D, E, F and G were pulled for discussion. Clark withdrew item D.  
60

61 **ACTION:**

62 Board approved (M/S Schriebman/Clark 5-0-0-0) the Consent Calendar items A, B,C,E,F,H, I and J.

63 Roll Call:

64 AYES: Clark, Elias, Murray, Schriebman and Yezman.

65 NOES: None.

66 ABSENT: None.

67 ABSTAIN: None.  
68

69 **CONSENT CALENDAR ITEM G - RESOLUTION 2020-2201 SSMP UPDATE**

70 Board discussed Consent item G - Resolution 2020-2201 SSMP Update.  
71

72 **ACTION:**

73 Board approved (M/S Schriebman/Murray 5-0-0-0) the Consent Calendar item G – Resolution 2020-2201  
74 SSMP Update.

75 Roll Call:

76 AYES: Clark, Elias, Murray, Schriebman and Yezman.

77 NOES: None.

78 ABSENT: None.

79 ABSTAIN: None.  
80

81 **GENERAL MANAGER EVALUATION PROCESS 2020 TIMELINE**

82 The Board discussed the General Manager Evaluation Process 2020 timeline. By consensus, the Board  
83 make some changes to the timeline which Crystal will forward to Bobbi Bennett at RGS. The Board also  
84 agreed to have a Special Board Meeting – Closed Session-GM Evaluation on Friday, December 4<sup>th</sup> at 2:30  
85 pm and a Special Board Meeting – Closed Session-GM Evaluation on Friday, December 18 at 2:30 pm.  
86  
87

88 **INFORMATION ITEMS:**

89 STAFF / CONSULTANT REPORTS:

- 90 1. General Manager Report – Verbal- Prinz reported.  
91

92 **ACTION ITEMS:**  
93

94 **BOARD TO APPOINT A DISTRICT TREASURER**

95 Board to discuss appointing Dale McDonald, Administrative Services Manager, as the District Treasurer.  
96

97 **ACTION:**

98 Board approved (M/S Schriebman/Clark 5-0-0-0) appointing Dale McDonald, Administrative Services  
99 Manager as the District Treasurer.

100 Roll Call:

101 AYES: Clark, Elias, Murray, Schriebman and Yezman.

102 NOES: None.

103 ABSENT: None.

104 ABSTAIN: None.  
105

106 **CHANGE ORDER FOR RELOCATION OF SECONDARY CLARIFIER #1 AND CONTRACT**  
107 **AMENDMENT WITH AQUA ENGINEERING – SECONDARY TREATMENT PLANT UPGRADE AND**  
108 **RECYCLED WATER EXPANSION**

109 Board to review and approve authorizing the General Manager to execute a contract change order for the  
110 Relocation of Secondary Clarifier #1 in the amount not to exceed \$909,777. and a contract amendment  
111 with Aqua Engineering in the amount of \$38,750.  
112

113 **ACTION:**

114 Board approved (M/S Yezman/Schriebman 5-0-0-0) authorizing the General Manager to execute a contract  
115 change order for the Relocation of Secondary Clarifier #1 in the amount not to exceed \$909,777. and a  
116 contract amendment with Aqua Engineering in the amount of \$38,750.

117 Roll Call:

118 AYES: Clark, Elias, Murray, Schriebman and Yezman.

119 NOES: None.

120 ABSENT: None.

121 ABSTAIN: None.  
122

123 **PUBLIC COMMENT:** None.  
124

125 **BOARD MEMBER REPORTS:**

126 1. CLARK

127 a. NBWA Board Committee –no report

128 b. Other Reports– verbal report - CWEA Brave New World Webinar  
129

130 2. ELIAS

131 a. NBWRA– no report

132 b. Ad Hoc Engineering Committee—no report

133 c. Other Reports– no report  
134

135 3. MURRAY

136 a. Marin LAFCO – verbal report

137 b. CASA Energy Committee– verbal report

138 c. 2020 GM Evaluation Ad Hoc Committee- No report

139 d. Other Reports– no report  
140

141 4. SCHRIEBMAN

142 a. JPA Local Task Force– no report

143 b. NBWA Tech Advisory Committee– no report

144 c. Other Reports- no report  
145

146 5. YEZMAN

147 a. Gallinas Watershed Council/Miller Creek Watershed Council– verbal report

148 b. Flood Zone 7– no report

149 c. CSRMA– no report

150 d. Ad Hoc Engineering Committee– no report

151 e. 2020 GM Evaluation Ad Hoc Committee- no report

152 f. Other Reports–no report  
153

154 **BOARD REQUESTS:**

155 A. Board Meeting Attendance Requests – none.

156 B. Board Agenda Item Requests –Clark requested Board conference registration assistance and an  
157 Admin Building Site update. Murray requested Video Recording of Board meetings and Relocation  
158 Assistance Act Policy for Real Estate Acquisitions and Leases.  
159

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

161 Discussion ensued.

162 **ACTION:**  
163 Board approved (M/S Murray/Yezman 5-0-0-0) the adjournment of the meeting at 5:22 pm.  
164 Roll Call:

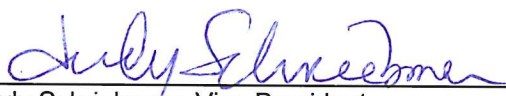
165 AYES: Clark, Elias, Murray, Schriebman and Yezman.  
166 NOES: None.  
167 ABSENT: None.  
168 ABSTAIN: None.  
169

170 The next Board Meeting is scheduled for November 5, 2020.  
171

172  
173 ATTEST:

174   
175  
176  
177 Teresa Lerch, District Secretary

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179  
180  
181 APPROVED:

182  
183   
184  
185  
186 Judy Schriebman, Vice President

SEAL

