



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.

DISTRICT BOARD
Megan Clark
Rabi Elias
Russ Greenfield
Craig K. Murray
Judy Schriebman

DISTRICT ADMINISTRATION
Chris DeGabriele,
Interim General Manager
Michael Cortez,
District Engineer
Mel Liebmann,
Plant Manager
Susan McGuire,
Administrative Services Manager
Greg Pease,
Collection System/Safety Manager

BOARD MEETING AGENDA

January 11, 2018

MATERIALS RELATED TO ITEMS ON THIS AGENDA ARE AVAILABLE FOR PUBLIC INSPECTION AT THE DISTRICT OFFICE, 300 SMITH RANCH ROAD, SAN RAFAEL, DURING NORMAL BUSINESS HOURS

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

GENERAL SESSION – 4:00P.M.

1. PUBLIC COMMENT PERIOD:

This portion of the meeting is reserved for persons desiring to address the Board on matters not on the agenda. 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.

5 minutes – Approximately 4:05 p.m.

CLOSED SESSION – 4:05 P.M.

2. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION: Significant exposure to litigation pursuant to subdivision (b) of Gov. Code Section 54956.9 - One potential case.

25 minutes – Approximately 4:30 p.m.

GENERAL SESSION – 4:30 P.M.

1. PUBLIC COMMENT PERIOD:

This portion of the meeting is reserved for persons desiring to address the Board on matters not on the agenda. 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.

5 minutes – Approximately 4:35 p.m.

2. 1-76

2. REVIEW GARBAGE AND REFUSE RATE ADJUSTMENT FOR 2018 AND SET PUBLIC HEARING

Staff will discuss the rate review report for a 2018 rate increase in garbage and refuse rates. This matter has tentatively been set for Public Hearing on February 8, 2018 to consider adoption of an increase to existing garbage and refuse rates effective January 1, 2018.

Possible expenditure of funds: No.

Staff recommendation: Board set a Public Hearing for February 8, 2018.

30 minutes – Approximately 5:05 p.m.

3. 1

3. BOARD ELECTIONS – PRESIDENT, VICE PRESIDENT, SECRETARY AND TREASURER

Board to elect a President, Vice President, Secretary and Treasurer.

Possible expenditure of funds: No.

Staff recommendation: A matter for Board consideration.

10 minutes – Approximately 5:15 p.m.

4. 1-10

4. BOARD PRESIDENT APPOINTMENTS FOR 2018

Board President will appoint Board Members to attend various meetings and/or committees.

Possible expenditure of Funds: No.

Staff Recommendation: A matter of Board President's determination.

15 minutes – Approximately 5:30 p.m.

5. 1-9

5. BOARD MODIFICATION OF EMPLOYMENT AGREEMENT BETWEEN LAS GALLINAS VALLEY SANITARY DISTRICT AND MICHAEL CORTEZ, DISTRICT ENGINEER, ROBERT LIEBMANN, PLANT MANAGER, SUSAN MCGUIRE, ADMINSTRATIVE SERVICES MANAGER AND GREG PEASE, COLLECTION SYSTEM AND SAFETY MANAGER

Board to discuss modification of employment agreements.

Possible expenditure of Funds: To be determined.

Staff Recommendation: Board approve the modification of employment agreements.

10 minutes – Approximately 5:40 p.m.

6A. 1-11
6B. 1-4
6C. 1-6
6D.1
6E. 1
6F. 1-4

6. 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 December 12, December 14, December 22, 2017 and January 2, 2018
- B. Approve the Warrant Lists for December 28, 2017 and January 11, 2018
- C. Approve Board Member Compensation for December, 2017
- D. Approve Microturbine Service Agreement
- E. Approve Canada Goose Management
- F. Approve Conference Attendance for Megan Clark, Rabi Elias, Russ Greenfield and Judy Schriebman – NBWA Day on April 6 in Petaluma

Possible expenditure of funds: Yes, Items B through F.

Staff recommendation: Adopt Consent Calendar – Items A through F.

10 minutes – Approximately 5:50 p.m.

7A. 1-4
7B. 1-2
7C. 1-2

7. STAFF/CONSULTANT REPORTS:

- A. Draft Winter Newsletter
- B. Electronic Payment Process Update
- C. Biogas Energy Recovery System - Update

15 minutes – Approximately 6:05 p.m.

8A.- 8I. 1

8. BOARD REPORTS:

- A. LAFCO - Verbal
- B. Gallinas Watershed Council / Miller Creek Watershed Council– Verbal
- C. JPA Local Task Force on Solid and Hazardous Waste – Verbal
- D. NBWA – Verbal
- E. NBWRA – Verbal
- F. Operations Control Center – Verbal
- G. Engineering Subcommittee – Verbal
- H. Human Resources Subcommittee – Verbal
- I. Other Reports – Verbal

10 minutes – Approximately 6:15 p.m.

9A. 1
9B. 1

9. BOARD REQUESTS:

- A. Board Meeting Attendance Requests – Verbal
- B. Board Agenda Item Requests – Verbal

5 minutes – Approximately 6:20 p.m.

10. 1-8

10. VARIOUS ARTICLES AND MISCELLANEOUS DISTRICT CORRESPONDENCE:

10 minutes – Approximately 6:25 p.m.

11. ADJOURNMENT

5 minutes – Approximately 6:30 p.m.

AGENDA APPROVED:	Russ Greenfield, Board President	David Byers, 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 8, 2018, at 4:00 p.m., I posted the Agenda for the Board Meeting of said Board to be held January 11, 2018, at the District Office, located at 300 Smith Ranch Road, San Rafael, CA.

DATED: January 8, 2018



Teresa L. Lerch
District Secretary

The Board of the Las Gallinas Valley Sanitary District meets regularly on the second and fourth 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, 300 Smith Ranch Road, San Rafael.

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.