

MEETING MINUTES OF NOVEMBER 16, 2023

THE BOARD OF DIRECTORS AND STAFF OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION AT 4:30 P.M. AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300 CONFERENCE ROOM, SAN RAFAEL, CA. 94903

BOARD MEMBERS PRESENT: Megan Clark, Ron Ford, Craig Murray, Gary Robards and Crystal Yezman.

BOARD MEMBERS ABSENT: None.

STAFF PRESENT: Curtis Paxton, General Manager; Dale McDonald, District Treasurer.

OTHERS PRESENT: David Byers, District Counsel.

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

PUBLIC COMMENT: None.

CLOSED SESSION:

ACTION:

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO CLOSED SESSION ON NOVEMBER 16, 2023, AT 4:31 P.M. AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, CONFERENCE ROOM, SAN RAFAEL, CALIFORNIA.

Lerch left the meeting at 4:31 pm

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION – Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code Section 54956.9 One case.

ADJOURNMENT:

ACTION:

The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on November 16, 2023 at 5:05 p.m.

BOARD MEMBERS PRESENT: Megan Clark, Ron Ford, Craig Murray, Gary Robards, Crystal Yezman

STAFF PRESENT: Curtis Paxton, General Manager, Dale McDonald, District Treasurer, Greg Pease, Collections/Safety/Maintenance Manager; Mike Cortez, District Engineer

OTHERS PRESENT: David Byers, District Counsel; Justin Wilcock, Patty Garbarino, Ruben Hernandez and Jason Rawley from Marin Sanitary Service; Jim Howison from R3 Consulting;

PUBLIC COMMENT: None.

REPORT ON CLOSED SESSION:

President Clark reported that there was nothing to report.

1. REVIEW OF THE GARBAGE AND REFUSE RATE FOR 2024 AND SET PUBLIC HEARING FOR ORDINANCE NUMBER 194.

Jim Howison from R3 Consulting did a presentation on the rate application submitted by Marin Sanitary Service. Jason Rawley, Patty Garbarino, Ruben Hernandez and Justin Wilcock from Marin Sanitary Service attended and answered questions from the Board. Discussion ensued.

ACTION:

Board approved (M/S Clark/Yezman 5-0-0-0) setting a Public Hearing for the Marin Sanitary Service Refuse Rate Adjustment for 2024 on December 7, 2023.

AYES: Clark, Ford, Murray, Robards and Yezman
NOES: None
ABSENT: None
ABSTAIN: 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 November 2, 2023
- B. Approve the Warrant List for November 16, 2023
- C. Approve Board Compensation for October 2023
- D. Approve Murray attending the EESI Webinar The First Global Stocktake November 27, 2023

ACTION:

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

AYES: Clark, Ford, Murray, Robards and Yezman.
NOES: None.
ABSENT: None.
ABSTAIN: None.

3. INFORMATION ITEMS:

STAFF / CONSULTANT REPORTS:

- 1. General Manager's Report – Paxton reported..
- 2. Engineering Department Report – Cortez reported.
- 3. Collections/Safety/Maintenance Department Report – Pease reported.
- 4. GFOA Certificate of Achievement for Excellence in Financial Reporting – McDonald reported.

4. DRAFT WET WEATHER FLOW MITIGATION FOR LAND DEVELOPMENT PROJECTS

Board reviewed Draft Resolution 2023-XXXX based on comments by the Board on November 2, 2023. Discussion ensued. The Resolution will be brought back to the Board at the next Board meeting for approval.

Byers left at 6:30 PM

5. GRANT MANAGEMENT AND PROCUREMENT SPECIALIST POSITION

Board reviewed the classification and compensation for the Grant Procurement Specialist position.

ACTION:

Board approved (M/S Robards/Ford (5-0-0-0) the classification and compensation for the Grant Procurement Specialist position with modifications to the Job Description suggested by the Board.

AYES: Clark, Ford, Murray, Robards and Yezman.
NOES: None.
ABSENT: None.

ABSTAIN: None.

6. APPROPRIATE ADDITIONAL VEHICLE EQUIPMENT RESERVE FUNDS FOR COMBINATION FLUSHER TRUCK

Board reviewed the request for an additional use of designated Equipment Reserve Funds (VERF) in the amount of \$242,000 for the purchase of a Vactor Combination Flusher/Vacuum Truck.

ACTION:

Board approved (M/S Yezman/Ford 5-0-0-0) the additional use of designated Vehicle Equipment Reserve Funds (VERF) in the amount of \$242,000 for the purchase of a Vactor Combination Flusher/Vacuum Truck.

AYES: Clark, Ford, Murray, Robards and Yezman

NOES: None

ABSENT: None

ABSTAIN: None

7. BOARD REPORTS

1. CLARK

- a. NBWA Board Committee – no report
- b. 2023 Operations Control Center Ad Hoc Committee – verbal report
- c. 2023 GM Salary Negotiation Ad Hoc Committee – no report
- d. 2023 FutureSense Ad Hoc Committee – no report
- e. Other Reports – none

2. FORD

- a. NBWRA – verbal report
- b. 2023 Operations Control Center Ad Hoc Committee – no report
- c. 2023 McInnis Marsh Ad Hoc Committee – no report
- d. 2023 Fleet Management Ad Hoc Committee – no report
- e. 2023 SF Bay Trail Ad Hoc Committee – verbal report
- f. Other Reports – none

3. MURRAY

- a. Marin LAFCO – verbal report
- b. CASA Energy Committee –no report – no report
- c. 2023 Biosolids Ad Hoc Committee – no report
- d. 2023 Development Ad Hoc Committee – no report
- e. 2023 SF Bay Trail Ad Hoc Committee – verbal report
- f. Other Reports– written reports were in the last Board Packet

4. ROBARDS

- a. Gallinas Watershed Council/Miller Creek – no report
- b. 2023 STPURWE Engineering Ad Hoc Committee – no report
- c. 2023 McInnis Marsh Ad Hoc Committee – no report
- d. 2023 Development Ad Hoc Committee – no report
- e. 2023 FutureSense Ad Hoc Committee – no report
- f. Other Reports – verbal report- updates from Mary Sackett, Board Supervisor

5. YEZMAN

- a. Flood Zone 7– no report
- b. CSRMA – no report
- c. Marin Special District Association – no report
- d. 2023 STPURWE Engineering Ad Hoc Committee – no report
- e. 2023 Biosolids Ad Hoc Committee – no report

- f. 2023 GM Salary Negotiation Ad Hoc Committee – no report
- g. Other Reports– none

8. BOARD REQUESTS:

- A. Board Meeting Attendance Requests – Clark would like to attend the virtual NACWA How to Attract, Retain and Equip a Modern Workforce Dec 5th and 6th, 2023.
- B. Board Agenda Item Requests – Yezman suggested Board meetings start at 4:00 pm next year (January)

9. MISCELLANEOUS DISTRICT CORRESPONDENCE

Discussion ensued.

10. ADJOURNMENT:

ACTION:

The board approved (M/S Yezman/Robards 5-0-0-0) the adjournment of the meeting at 6:59 p.m.

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

NOES: None.

ABSENT: None.

ABSTAIN: None.

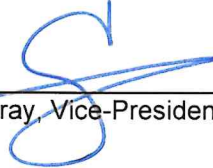
The next Board Meeting is scheduled for December 7, 2023 at 4:30 pm at the District office.

ATTEST:



Teresa Lerch, Board Secretary

APPROVED:



Craig K. Murray, Vice-President

