

## MEETING MINUTES OF JULY 7, 2022

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION BY ZOOM CONFERENCE ON JULY 7, 2022 AT 4:02 PM AND STAFF BY ZOOM CONFERENCE 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, Judy Schriebman and Crystal Yezman

**BOARD MEMBERS ABSENT:** None.

**STAFF PRESENT:** Teresa Lerch, Board Secretary; Dale McDonald, District Treasurer; Mike Cortez, District Engineer; Sahar Golshani, Environmental Services Director;

**OTHERS PRESENT:** Patrick Richardson and Dave Byers, District Counsel; Curtis Paxton;

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

**1. PUBLIC COMMENT:** None.

### **ACTION:**

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO CLOSED SESSION ON JULY 7, 2022 AT 4:03 PM, BY ZOOM CONFERENCE AND AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, CONFERENCE ROOM, SAN RAFAEL, CALIFORNIA.

Cortez, Golshani, Lerch, McDonald and Paxton left at 4:03 pm.

### **CLOSED SESSION:**

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

**PUBLIC EMPLOYMENT – GENERAL MANAGER** – pursuant to subdivision (b)(1) of Government Code Section 54957.

### **ADJOURNMENT:**

#### **ACTION:**

The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on July 7, 2022 at 4:28 pm.

**BOARD MEMBERS PRESENT:** Megan Clark, Ron Ford, Craig Murray, Judy Schriebman and Crystal Yezman

**STAFF PRESENT:** Dale McDonald, District Treasurer; Teresa Lerch, District Secretary; Mike Cortez, District Engineer; Sahar Golshani, Environmental Services Director;

**OTHERS PRESENT:**

Curtis Paxton

**REPORT ON CLOSED SESSION:** District Counsel Byers reported that the Board of Directors of the Las Gallinas Valley Sanitary District has hired Curtis Paxton as it's General Manager by a 5/0 vote (M/S Ford/Clark 5-0-0-0) at a salary of \$280,000 per year and his employment contract is a public record.

**2. PUBLIC COMMENT – None.**

**3. 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 June 14, 16 and 21, 2022
- B. Approve the Warrant List for July 7, 2022
- C. Approve Ford attending the 2022 WaterReuse California Annual Conference in San Francisco September 11-13.
- D. Approve Yezman attending the National Association of Clean Water Agencies Utility Leadership Conference in Seattle Washington July 24 – 27.
- E. Approve Budget Revision for Center Pivot No. 1 Replacement
- F. Approve Award of Contract for Collection System Hydraulic Model Development
- G. Approve Award of Contract for Groundwater Monitoring Well Installation and Initial Reporting
- H. Approve Comcast Dedicated Fiber Connection
- I. Approve Application of Allocation of Capacity for APN 155-072-05 Guidepost Montessori
- J. Approve Resolution 2022-2265 – Remote Meetings

Items B, F and H were pulled and discussed.

**ACTION:**

Board approved (M/S Ford/Clark 5-0-0-0) the Consent Calendar items A through J.

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

Yezman left at 4:43 pm

**4. APPROVE CLASSIFICATION DESCRIPTION FOR THE PLANT MANAGER, ENVIRONMENTAL SERVICES SUPERVISOR AND LAB ANALYST POSITIONS**

Board reviewed the classification descriptions for the Plant Manager, Environmental Services Supervisor and Lab Analyst positions. Discussion ensued.

**ACTION:**

Board approved (M/S Clark/Ford 4-0-1-0) the classification descriptions for the Plant Manager, Environmental Services Supervisor and Lab Analyst positions.

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

**5. BOARD MEMBER REPORTS:**

**1. CLARK**

- a. NBWA Board Committee –no report
- b. 2022 Operations Control Center Ad Hoc Committee – no report

c. Other Reports–none

2. FORD

- a. NBWRA –verbal report
- b. 2022 Engineering Ad Hoc Committee re: Secondary Treatment Plant Upgrade – verbal report
- c. 2022 Operations Control Center Ad Hoc Committee – verbal report
- d. 2022 Human Resources Ad Hoc Committee –no report
- e. Marin County Special Districts Association – no report
- f. Other Reports – none.

Yezman returned to the meeting at 4:50 pm.

3. MURRAY

- a. Marin LAFCO – no report
- b. CASA Energy Committee– written
- c. Other Reports – none

4. SCHRIEBMAN

- a. JPA Local Task Force– no report
- b. Gallinas Watershed Council – no report
- c. 2022 Legal Services Ad Hoc Committee – no report
- d. 2022 Biosolids Ad Hoc Committee – no report
- e. 2022 Human Resources Ad Hoc Committee – verbal report
- f. 2022 McInnis Marsh Ad Hoc Committee- no report
- g. Other Reports- none

5. YEZMAN

- a. Flood Zone 7– no report
- b. CSRMA – verbal report
- c. Marin Special District Association – no report
- d. 2022 STPURWE Engineering Ad Hoc Committee– no report
- e. 2022 Legal Services Ad Hoc Committee – no report
- f. 2022 McInnis Marsh Ad Hoc Committee- no report
- g. Other Reports–none

6. **BOARD REQUESTS:**

- A. Board Meeting Attendance Requests -Murray requested to attend the Energy Policy Webinar in July
- B. Board Agenda Item Requests- Schriebman requested a Board/Staff luncheon like the Christmas in July event last year). Paxton reminded the Board and staff that he will be on vacation September 19 through September 23.

7. **MISCELLANEOUS DISTRICT CORRESPONDENCE:**

Discussion ensued.

8. **ADJOURNMENT:**

**ACTION:**

Board approved (M/S Clark/Ford 5-0-0-0) the adjournment of the meeting at 5:10 p.m.

AYES: Clark, Ford, Murray, Schriebman and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

The next Board Meeting is scheduled for July 21, 2022 at 4:00 PM by Zoom meeting.

ATTEST:



Teresa Lerch, District Secretary

APPROVED:



Judy Schriebman, President

