

MEETING MINUTES OF DECEMBER 1, 2022

THE BOARD OF DIRECTORS AND STAFF OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION BY ZOOM CONFERENCE ON DECEMBER 1, 2022 AT 4:01 PM 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, Crystal Yezman

BOARD MEMBERS ABSENT: None

STAFF PRESENT: Curtis Paxton, General Manager; Teresa Lerch, Board Secretary; Dale McDonald, District Treasurer; Mike Cortez, District Engineer;

OTHERS PRESENT: David Byers, District Counsel; Diane Gladwell, Gladwell Governmental Services; Tim Holmes, Kenwood Energy; Sam Zantzing, ForeFront Power;

ANNOUNCEMENT: Vice President Yezman acknowledged the passing of Director Judy Schriebman who was on the Board for a full 15 years and will be sorely missed. Judy was a passionate environmentalist and was very well respected by her peers. Vice President Yezman announced that the agenda had been posted as evidenced by the certification on file in accordance with the law.

1. PUBLIC COMMENT: None.

2. SWEARING IN OF BOARD MEMBERS

Board members Clark, Ford and Yezman were officially sworn in for their four-year terms as Directors.

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 November 17, 2022
- B. Approve the Warrant List for December 1, 2022
- C. Approve Murray attending the EESI Climate Summit Recap Webinar on December 2, 2022
- D. Approve Murray attending the CASA Winter Conference January 25-27 in Palm Springs
- E. Approve 1 Year Contract with Hanford ARC for Lower Miller Creek Revegetation Maintenance Requirements
- F. Approve Resolution 2022-2290 Board Policy F-140 Donation Policy

Item E was pulled for discussion.

ACTION:

Board approved (M/S Clark/Ford 4-0-0-0) the Consent Calendar items A through F.

AYES: Clark, Ford, Murray and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

4. INFORMATION ITEMS:

STAFF / CONSULTANT REPORTS:

1. General Manager's Report – Paxton reported.
2. Letter of Commitment as Participating Jurisdiction in Marin County Multi-jurisdictional Hazard Mitigation Planning - McDonald reported. Staff will investigate hiring a consultant to look into developing our own Hazard Mitigation Plan and engage directly with OES/FEMA. Letter was submitted to Marin County.
3. Board Policy Review – F-130 Disposal of Surplus Equipment and Property – Discussion ensued. This item will be brought back under Consent at the next Board meeting.

5. RECORDS RETENTION BOARD POLICY F-110 AND RESOLUTION 2022-2291

Diane Gladwell from Gladwell Governmental Services reviewed the updated LGVSD Records Retention Policy (F-110), District Retention Schedules and Resolution 2022-2291 with the Board. Board requested staff come back to the board with information regarding the physical location and security of personnel records.

ACTION:

Board approved (M/S Ford/Murray 4-0-0-0) the updated LGVSD Records Retention Policy - Board Policy F-110, District Retention Schedules and Resolution 2022-2291.

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

6. APPROVAL OF POWER PURCHASE AGREEMENT WITH FOREFRONT POWER AND SET PUBLIC HEARINGS PER GOVERNMENT CODE 4217

Board reviewed the terms and conditions of the Power Purchase Agreement with ForeFront Power to upgrade the existing Solar Photovoltaic system and discussed setting the Public Hearings for January 5, 2023 for the Energy Service Contract and the Facility Financing Contract. Tim Holmes from Kenwood Energy and Sam Zantinger from ForeFront answered questions from the Board.

ACTION:

Board approved (M/S Clark/Murray 4-0-0-0) setting the Public Hearings for January 5, 2023 for the Energy Service Contract and the Facility Financing Contract.

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

7. NOTIFICATION REGARDING VACANCY ON THE BOARD

Board discussed the vacancy on the Board due to the passing of Board President Judy Schriebman. The Board discussed the process to fill the vacancy and other appropriate actions.

ACTION:

Board approved (M/S Murray/Ford 4-0-0-0) accepting the Public Notice for the LGVSD board vacancy; setting the application period to receive Director candidates from December 3, 2022 to January 6, 2023 3 p.m. and holding interviews for the Director candidates at a Special Board meeting on January 12, 2023 at 11:00 a.m. by zoom meeting.

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

Byers left the meeting at 5:44 pm.

8. BOARD MEMBER REPORTS

1. CLARK

- a. NBWA Board Committee – no report – meeting will be tomorrow.
- b. 2022 Operations Control Center Ad Hoc Committee – no report
- c. 2022 Legal Services Ad Hoc Committee – no report
- d. 2022 Human Resources Ad Hoc Committee – no report
- e. Other Reports– none

2. FORD

- a. NBWRA – no report
- b. 2022 Engineering Ad Hoc Committee re: Secondary Treatment Plant Upgrade – no report
- c. 2022 Operations Control Center Ad Hoc Committee – no report
- d. 2022 Human Resources Ad Hoc Committee – no report
- e. Marin County Special Districts Association – no report
- f. 2022 McInnis Marsh Ad Hoc Committee – no report
- g. Other Reports – verbal report on yesterday’s Solar Rights Alliance gathering in San Francisco

3. MURRAY

- a. Marin LAFCO – no report
- b. CASA Energy Committee –written report in the packet
- c. 2022 Biosolids Ad Hoc Committee – no report
- d. Other Reports – none

4. YEZMAN

- a. Flood Zone 7– no report
- b. CSRMA – no 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. 2022 Biosolids Ad Hoc Committee – no report
- h. Other Reports– reported on Next Door Webinar. Reported on communications with Colleen Haley from CSDA who will look into advocacy legislative relief for extreme paving requirements

9. BOARD REQUESTS:

- A. Board Meeting Attendance Requests – none.
- B. Board Agenda Item Requests – none.
- C. Board Secretary Lerch reminded the Board about the CASA Winter Conference January 24-27 in Palm Springs, the March 2023 WaterReuse Conference in Atlanta and the 2023 Washington DC Policy Forum February 27- March 1, 2023.

10. MISCELLANEOUS DISTRICT CORRESPONDENCE:

Discussion ensued.

11. ADJOURNMENT:

ACTION:

Board approved (M/S Yezman/Ford 4-0-0-0) the adjournment of the meeting at 5:56 p.m. in memory of Judy Schriebman, Board Director and President.

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

The next Board Meeting is scheduled for December 15, 2022 4 PM by Zoom Meeting at the District Office.

ATTEST:

Teresa Lerch, Board Secretary

APPROVED:

Crystal J. Yezman, Vice-President

