

MEETING MINUTES OF APRIL 7, 2022

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION BY ZOOM CONFERENCE ON APRIL 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: Chris DeGabriele, Interim General Manager; Teresa Lerch, Board Secretary; Dale McDonald, District Treasurer; Mike Cortez, District Engineer

OTHERS PRESENT: Patrick Richardson, District Counsel; Tim Holmes, Kenwood Energy;

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 APRIL 7, 2022 , AT 4:04 PM, BY ZOOM CONFERENCE AND AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, CONFERENCE ROOM, SAN RAFAEL, CALIFORNIA.

Lerch and McDonald left at 4:04 pm.

CLOSED SESSION:

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

ADJOURNMENT:

ACTION:

The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on April 7, 2022 at 4:15 pm.

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

STAFF PRESENT: Chris DeGabriele, Interim General Manager; Dale McDonald, District Treasurer; Teresa Lerch, District Secretary; Mike Cortez, District Engineer

OTHERS PRESENT: Brent Ives, BHI Consulting

PUBLIC COMMENT: None.

REPORT ON CLOSED SESSION: President Schriebman reported the Board has accepted the Sharp Warranty Letter Agreement for \$85,897. payment for the Solar panels under warranty.

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 March 3, 2022
- B. Approve the Warrant List for April 7, 2022
- C. Approve Murray attending the CASA/CWEA Partnering for Impact event April 11, 2022
- D. Approve Murray attending the CSDA Annual Conference and Exhibitor Showcase August 22-25, 2022 Palm Springs, CA.
- E. Approve Order of Publication for Ordinance No. 189
- F. Approve Guide Dogs for the Blind Easement, Quitclaim and Resolutions 2022-2242 And 2022-2243
- G. Approve Resolution 2022-2246 Board Policies B-20 Board Member Interaction with Staff F-20 Financial Reporting and hold initial review of B-30 Board Meeting Agenda and F-30 Accounting and Auditing.
- H. Approve Strategic Plan Workshop

Items C, F, G and H were pulled and discussed.

Murray pulled C from the consent calendar.

ACTION:

Board approved (M/S Clark/Murray 5-0-0-0) the Consent Calendar items A,B, D, E, F.

AYES: Clark, Ford, Murray, Schriebman and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

Board discussed items G and H.

Item G – B-30 and F-30 were discussed, and modifications were suggested. New Board policies will be moved to Information on the agenda.

Item H – Strategic Plan Workshop – Board discussed entering an agreement with Brent Ives of BHI Consulting to facilitate a Strategic Plan workshop. Murray requested that Mr. Ives be given the Heat Map from Kennedy Jenks.

ACTION:

Board approved (M/S Yezman/Ford 5-0-0-0) the Consent Calendar items G and H.

AYES: Clark, Ford, Murray, Schriebman and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

3. PUBLIC COMMENT: Ellen Stein spoke to the Board about the County of Marin's McInnis Marsh Project.

4. INFORMATION ITEMS:

STAFF / CONSULTANT REPORTS:

- 1. Interim General Manager's Report – DeGabriele reported.
- 2. District Correspondence – discussed ensued.

5. APPROVE RESOLUTION 2022-2247 FIXING TIME AND PLACE FOR BUDGET HEARING AND RESOLUTION 2022-2248 FIXING TIME AND PLACE HEARING ON SEWER SERVICE CHARGES

Board and staff discussed Resolution 2022-2247 and Resolution 2022-2248 setting the time and place for a public hearing on the Budget for fiscal year 2022-2023 and a public hearing for the Sewer Service Charge Rates for fiscal year 2022-2023.

ACTION:

Board approved (M/S Ford/Yezman 5-0-0-0) Resolution 2022-2247 and Resolution 2022-2248 setting the time and place for a public hearing on the Budget for fiscal year 2022-2023 and the Sewer Service Charge Rates for fiscal year 2022-2023 and set the Public Hearing for June 16, 2022 at 4:00 pm.

AYES: Clark, Ford, Murray, Schriebman and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

5. APPROVE ADMINISTRATIVE POLICY CONCERNING COVID-19 SUPPLEMENTAL PAID SICK LEAVE (“SPSL”) UNDER LABOR CODE SECTIONS 248.6 AND 148.7

Board reviewed Administrative Policy 28.1 COVID-19 supplemental paid sick leave (SPSL)

ACTION:

Board approved (M/S Yezman/Ford 5-0-0-0) Personnel Policy No. 28.1 COVID-19 Supplemental Paid Sick Leave (SPSL).

AYES: Clark, Ford, Murray, Schriebman and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

6. APPROVE THE CREATION OF A LOW-INCOME SEWER RATE ASSISTANCE PROGRAM FOR SINGLE FAMILY HOUSEHOLDS FOR FISCAL YEAR 2022-23.

Board and staff discussed creating a low-income sewer rate assistance program for single family households for fiscal year 2022-23.

ACTION:

Board approved (M/S Murray/Clark 5-0-0-0) creating a low-income sewer rate assistance program for single family households for fiscal year 2022-23 confirming the use of PGE’s CARE program to determine eligibility and establish a 10% rate reduction, allocating \$50,000 of ad valorem taxes towards the program.

AYES: Clark, Ford, Murray, Schriebman and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

7. SOLAR PHOTOVOLTAIC SYSTEM UPGRADE

Board discussed authorizing staff to issue a Request for Proposal for the upgrade of the existing Solar Photovoltaic (PV) System through a Power Purchase Agreement (PPA) with an option to award as a publicly bid project without a PPA.

ACTION:

Board approved (M/S Yezman/Clark 5-0-0-0) authorizing staff to issue a Request for Proposal for the upgrade of the existing Solar Photovoltaic (PV) System through a Power Purchase Agreement (PPA) with optional capital purchase including O & M.

AYES: Clark, Ford, Murray, Schriebman and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

Yezman left the meeting at 5:47 pm

8. BOARD MEMBER REPORTS:

1. CLARK

- a. NBWA Board Committee –verbal report
- b. NBWA Conference Committee – verbal report
- c. 2022 Operations Control Center Ad Hoc Committee – verbal report
- d. Other Reports–no report

2. FORD

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

3. MURRAY

- a. Marin LAFCO – verbal report
- b. CASA Energy Committee– verbal report
- c. 2022 GM Recruitment Ad Hoc Committee - no report
- d. Other Reports – verbal – Small Engine Regulation

4. SCHRIEBMAN

- a. JPA Local Task Force– verbal report
- b. Gallinas Watershed Council – verbal report
- c. 2022 Legal Services Ad Hoc Committee – no report
- d. 2022 Biosolids Ad Hoc Committee – verbal report
- e. 2022 Human Resources Ad Hoc Committee – no report
- f. Other Reports- no report

5. YEZMAN – no reports

9. BOARD REQUESTS:

- A. Board Meeting Attendance Requests – Clark requests attending the CSDA Virtual Legislative Day and the Special Districts Legislative District Days May 17 and May 18 and a PFAS Webinar. Clark and Schriebman requested to attend the NBWA April 8 conference.
- B. Board Agenda Item Requests- Board Motion (M/S Schriebman/Ford 4-0-1-0) to add the following items to a future agenda - McInnis Marsh Update and staff to develop a Cybersecurity Policy.

10. MISCELLANEOUS DISTRICT CORRESPONDENCE:

Discussion ensued.

11. ADJOURNMENT:

ACTION:

Board approved (M/S Ford/Murray 4-0-1-0) the adjournment of the meeting at 6:20 p.m.

AYES: Clark, Ford, Murray and Schriebman

NOES: None.

ABSENT: Yezman.

ABSTAIN: None.

The next Board Meeting is scheduled for April 21, 2022 4 PM by Zoom Meeting at the District Office.

ATTEST


Teresa Lerch, District Secretary

APPROVED:


Crystal J. Yezman, Board Vice-President

