

MEETING MINUTES OF SEPTEMBER 15, 2022

THE BOARD OF DIRECTORS AND STAFF OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION BY ZOOM CONFERENCE ON SEPTEMBER 15, 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, Judy Schriebman, Crystal Yezman

BOARD MEMBERS ABSENT: None.

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

OTHERS PRESENT: Patrick Richardson, District Counsel; Gregory Ramirez, IDEA; Cheri Fairchild, CPS HR;

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

ACTION:

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO CLOSED SESSION ON SEPTEMBER 15, 2022 , AT 4:02 PM, BY ZOOM CONFERENCE AND AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, CONFERENCE ROOM, SAN RAFAEL, CALIFORNIA.

Lerch and Fairchild left at 4:02 pm.

CLOSED SESSION:

CONFERENCE WITH LABOR NEGOTIATOR – Agency designated representative: Gregory Ramirez IDEA; pursuant to Government Code Section 54957.6

ADJOURNMENT:

ACTION:

The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on September 15, 2022 at 5:00 pm.

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

STAFF PRESENT: Curtis Paxton, General Manager; Dale McDonald, District Treasurer; Teresa Lerch, District Secretary, Mel Liebmann, Plant Manager

OTHERS PRESENT: Cheri Fairchild, CPS HR

PUBLIC COMMENT: None.

REPORT ON CLOSED SESSION: President Schriebman reported that there were no reportable actions in Closed Session.

1. **PUBLIC COMMENT:** 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 September 1, 2022
- B. Approve the Warrant List for September 15, 2022
- C. Approve Board Compensation August 2022
- D. Approve Murray attending the Growing Sustainable Communities Conference Oct 17-18 in Dubuque, Iowa
- E. Approve Resolution 2022-2280 Remote Meetings

Items C and D were discussed.

ACTION:

Board approved (M/S Yezman/Murray 5-0-0-0) the Consent Calendar items A through E.

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

3. **INFORMATION ITEMS:**

STAFF / CONSULTANT REPORTS:

- 1. General Manager's Report - Paxton reported
- 2. District Correspondence – written

4. **RESOLUTION 2022-2281 ADDING ENVIRONMENTAL SERVICES SUPERVISOR AS AN LRO**

Board reviewed Resolution 2022-2281 designating the Plant Manager, Plant Operations Supervisor and Environmental Services Supervisor as LRO (Legally Responsible Official) for reports to the Water Board. Discussion ensued.

ACTION:

Board approved (M/S Murray/Clark 4-1-0-0) Designating the Plant Manager, Plant Operations Supervisor and Environmental Services Supervisor as LRO (Legally Responsible Officials) for reports to the Water Board.

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

5. **INFORMATION ITEMS CONTINUED:**

STAFF / CONSULTANT REPORTS:

- 3. Board Policy Review – B-100 Board Member Benefits and F-100 Credit Cards – Discussion ensued. Board requested modifications be made to F-100 and the policies be brought back to the Board for approval.

6. **ENVIRONMENTAL SERVICES SUPERVISOR VACATION BONUS**

Board considered the awarding of a vacation bonus to the Environmental Services Supervisor as compensation for prior year uncertainty regarding salary level.

ACTION:

Board approved (M/S Clark/Ford 5-0-0-0) awarding the Environmental Services Supervisor a one-time lump-sum vacation Bonus of 96 hours as compensation for prior year uncertainty regarding salary level.

AYES: Clark, Ford, Murray, Schriebman and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

7. ELECTRICAL INSTRUMENTATION TECHNICIAN (EIT) REVISED SALARY RANGE

Board reviewed the request to increase the salary range of the Electrical Instrumentation Technician position and adopt Resolution 2022-2282 revising the Salary Pay Schedule.

ACTION:

Board approved (M/S Ford/Yezman 5-0-0-0) adopting Resolution 2022-2282 revising the Salary Pay schedule and increasing the salary range of the Electrical Instrumentation Technician.

AYES: Clark, Ford, Murray, Schriebman and Yezman

NOES: None.

ABSENT: None.

ABSTAIN: None.

8. BOARD MEMBER REPORTS

1. CLARK

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

2. FORD

- a. NBWRA – no report
- b. Gallinas Watershed Council– no report
- c. 2022 STPURWE Engineering Ad Hoc Committee – 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 – Annual WateReuse Conference – verbal report

3. MURRAY

- a. Marin LAFCO – no report
- b. CASA Energy Committee– no report
- c. Other Reports – Biosolids webinar - verbal

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 –no report
- f. 2022 McInnis Marsh Ad Hoc Committee- no report
- g. Other Reports- none

5. YEZMAN

- a. Flood Zone 7– verbal 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. Other Reports–none

9. BOARD REQUESTS:

- A. Board Meeting Attendance Requests – Murray submitted a request to the Board Secretary for a Catalyzing Climate Action in K-12 Schools webinar on September 28th.
- B. Board Agenda Item Requests – None

10. MISCELLANEOUS DISTRICT CORRESPONDENCE:

Discussion ensued.

11. ADJOURNMENT:

ACTION:

Board approved (M/S Murray/Yezman 5-0-0-0) the adjournment of the meeting at 6:45 p.m.

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

NOES: None.

ABSENT: None.

ABSTAIN: None.

The next Board Meeting is scheduled for October 6, 2022 4 PM by Zoom Meeting at the District Office.

ATTEST:



Teresa Lerch, District Secretary

APPROVED:



Crystal Yezman, Vice-President

SEAL

