

MEETING MINUTES OF AUGUST 4, 2022

THE BOARD OF DIRECTORS AND STAFF OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION BY ZOOM CONFERENCE ON AUGUST 4, 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:** Chris DeGabriele, Interim General Manager; Teresa Lerch, Board Secretary; Dale McDonald, District Treasurer; Mike Cortez, District Engineer; Sahar Golshani, Environmental Services Supervisor
- OTHERS PRESENT:** Patrick Richardson, District Counsel; Curtis Paxton; 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
- 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 July 21, 2022
- B. Approve the Warrant List for August 4, 2022
- C. Approve Murray attending ICMA Equity Summit Webinar July 29th
- D. Approve Ratification of Side Letter – Stand-by Emergency Response Stipend for Two Eligible Employees
- E. Approve Chris DeGabriele Consulting Agreement
- F. Approve Resolution 2022-2267 Confirming Conflict of Interest Code Biennial Update
- G. Approve Resolution 2022-2268 Final Completion of Air Release Valve and Vault Replacements

Items D and G were pulled for discussion.

ACTION:

Board approved (M/S Murray/Ford 5-0-0-0) the Consent Calendar items A,B,C, E, F and G. Item D will be brought back to the Board with suggested Board modifications.

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

3. INFORMATION ITEMS:

STAFF / CONSULTANT REPORTS:

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

3. Press Release announcing new General Manager – DeGabriele reported
4. Information item Policy Review B-80 Authority over Personnel and F-80 Debt Issuance, Post Issuance compliance and management – McDonald reported
5. Department Reports – Engineering – Cortez reported
6. Department Reports – Administration – McDonald reported
7. Quarterly Treasurer's and Financial Report as of June 30, 2022 – McDonald reported

4. APPROVE STPURWE CHANGE ORDER AUTHORIZATION FOR ADDITIONAL AC PAVING AND COST ESCALATION

Board reviewed the change order for additional AC Paving and Cost escalation.

ACTION:

Board approved (M/S Ford/Yezman 5-0-0-0) authorizing the Interim General Manager to execute a Contract Change Order (CCO) for additional AC Paving and Cost Escalation in the amount of \$470,688.

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

5. ENVIRONMENTAL SERVICES SUPERVISOR EQUITY ADJUSTMENT AND REVISED SALARY RANGE

Board discussed the salary range for the Environmental Services Supervisor position.

ACTION:

Board approved (M/S Clark/Ford 5-0-0-0) the increase to the salary range for the Environmental Services Supervisor position from 35 to 37, matching the salary range of other supervisors in the District, retroactive to the first pay period that encompasses July 1, 2022. Staff to come back to Board with recommendation to address the financial impact the delay in considering the equity adjustment had on the Environmental Services Supervisor for retroactive pay/lump sum payment dating back to 2021.

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

6. APPROVE RESOLUTION 2022-2269 SALARY PAY SCHEDULE EFFECTIVE JULY 1, 2022

Board reviewed Resolution 2022-2269 approving a Salary Pay Schedule that includes the new General Manager's compensable wage and the Environmental Services Supervisor salary range.

ACTION:

Board approved (M/S Clark/Ford 5-0-0-0) adopting Resolution 2022-2269 approving a Salary Pay Schedule which includes the new General Manager's compensable wage and the Environmental Services Supervisor revised salary range.

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

7. 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–no report

2. FORD
 - a. NBWRA – no 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 –deferred to Schriebman
 - f. Marin County Special Districts Association – no report
 - g. Other Reports – Flood Control 7 Board – verbal report; Santa Venetia Neighborhood Association – verbal report.

3. MURRAY
 - a. Marin LAFCO – verbal report
 - b. CASA Energy Committee– written
 - c. Other Reports – no report

4. SCHRIEBMAN
 - a. JPA Local Task Force– no report
 - b. Gallinas Watershed Council – verbal 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- no report

5. YEZMAN
 - a. Flood Zone 7– Ford reported.
 - 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–Utility Conference – verbal report

Murray left at 7:00 pm.

8. BOARD REQUESTS:

- A. Board Meeting Attendance Requests – Murray sent the Board Secretary a request to attend the LAFCO Assisting in Resolving the Conflict webinar on September 19.
- B. Board Agenda Item Requests – none.

9. MISCELLANEOUS DISTRICT CORRESPONDENCE:

Discussion ensued.

10. ADJOURNMENT:

ACTION:

Board approved (M/S Ford/Clark 5-0-0-0) the adjournment of the meeting at 7:05 p.m.

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

The next Board Meeting is scheduled for August 18, 2022 4 PM by Zoom Meeting at the District Office.

ATTEST:



Teresa Lerch, District Secretary

APPROVED:



Crystal J. Yezman, Vice-President

SEAL

