

1 **MINUTES OF MARCH 5, 2020**

2
3 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN
4 SESSION ON MARCH 5 AT 4:03 PM AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE
5 300 CONFERENCE ROOM, SAN RAFAEL, CA. 94903
6

7 **BOARD MEMBERS PRESENT:** M. Clark, C. Murray, J. Schriebman and
8 C. Yezman (arrived at 4:30 pm)
9

10 **BOARD MEMBERS ABSENT:** R. Elias

11
12 **STAFF PRESENT:** Mike Prinz , General Manager; Robert Ruiz, District
13 Treasurer, Teresa Lerch, District Secretary
14

15 **OTHERS PRESENT:** Patrick Richardson, District Counsel, Kathy Wood, Right
16 of Way Consultant
17

18 **ANNOUNCEMENT:** Vice President Schriebman announced that the agenda
19 had been posted as evidenced by the certification on file
20 in accordance with the law.
21

22 **PUBLIC COMMENT:** None.
23

24 **ACTION:**

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26 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO
27 CLOSED SESSION ON MARCH 5, 2020 , AT 4:04 PM, AT THE DISTRICT OFFICE, 101 LUCAS VALLEY
28 ROAD, SUITE 300, CONFERENCE ROOM, SAN RAFAEL, CALIFORNIA.
29

30 Lerch left at 4:04 pm.
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32 **CLOSED SESSION:**

33
34 **CONFERENCE WITH REAL PROPERTY NEGOTIATORS** – Pursuant to Government Code
35 § 54956.5; Regarding real property located at 405 Vendola Drive, San Rafael. Real Property Negotiator
36 Is Mike Prinz, General Manager.
37

38 **ADJOURNMENT:**

39 **ACTION:**

40 The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on
41 March 5, 2020 at 4:57 pm.
42

43 **STAFF PRESENT:** Teresa Lerch, District Secretary, Mike Cortez, District
44 Engineer, Mel Liebman, Plant Manager
45

46 **OTHERS PRESENT:** Tom Gorman, Kennedy Jenks
47

48 **PUBLIC COMMENT:** None.
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50 **REPORT ON CLOSED SESSION:** Vice President Schriebman reported that there were no reportable
51 actions in Closed Session.
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56 **CONSENT CALENDAR:**
57 These items are considered routine and will be enacted, approved or adopted by one motion unless a request for
58 removal for discussion or explanation is received from the staff or the Board.

- 59 A. Approve the Board Minutes for the February 20, 2020 Special Meeting and the February 20,
60 2020 Regular Meeting
- 61 B. Approve the Warrant List for March 5, 2020

62
63 **ACTION:**

64 Board approved (M/S Murray/Schriebman 4-0-1-0) the Consent Calendar items A and B.

- 65 AYES: Clark, Murray, Schriebman and Yezman.
- 66 NOES: None.
- 67 ABSENT: Elias.
- 68 ABSTAIN: None.

69
70 **ORGANIZATION REVIEW STATUS UPDATE**

71 This item was pulled by the General Manager, Mike Prinz and will be on a future agenda.

72
73 **TOPICS FOR THE SPRING 2020 NEWSLETTER**

74 Board and staff discussed the topics for the Spring Newsletter.

75
76 **INFORMATION ITEMS:**

77 **STAFF / CONSULTANT REPORTS:**

- 78 1. Departmental Reports July-Dec 2019 – Written – Cortez, Liebman, Prinz and Ruiz reported.
- 79 2. Secondary Treatment Plant Upgrade and Recycled Water Expansion Project Update Presentation – Tom
80 Gorman from Kennedy Jenks and Cortez presented.
- 81 3. General Manager's Report – Verbal – Prinz reported.
- 82 4. LGVSD Award – Historical Information – Written – Ruiz reported

83
84 Cortez and Liebman left at 7:00 pm.

85 **BOARD MEMBER REPORTS:**

- 86 1. CLARK
 - 87 a. NBWA Board Committee – verbal report
 - 88 b. NBWA Conference Committee– no report
 - 89 c. Ad Hoc HR Committee re: 2019 GM Evaluation-verbal report
 - 90 d. Ad Hoc HR Committee re: 2019 Employee Climate Survey – verbal report
 - 91 e. Other Reports– no report
- 92 2. ELIAS
 - 93 a. NBWRA– no report
 - 94 b. Ad Hoc Engineering Committee— no report
 - 95 c. Other Reports– no report
- 96
97 3. MURRAY
 - 98 a. Marin LAFCO– verbal report
 - 99 b. CASA Energy Committee– verbal report
 - 100 c. Ad Hoc HR Committee re: GM Evaluation – Clark reported
 - 101 d. Other Reports– Biosolids verbal report
- 102 4. SCHRIEBMAN
 - 103 a. JPA Local Task Force– will report next meeting
 - 104 b. NBWA Tech Advisory Committee– no report
 - 105 c. Ad Hoc HR Committee re: 2019 Employee Climate Survey – no report
 - 106 d. Other Reports– no report
- 107 5. YEZMAN
 - 108 a. Gallinas Watershed Council/Miller Creek Watershed Council– verbal report
 - 109 b. Flood Zone 7– no report
 - 110 c. CSRMA– no report

- 111 d. Ad Hoc Engineering Committee— no report
- 112 e. Other Reports– verbal report on AWWA Utility Management conference
- 113

114 **BOARD REQUESTS:**

- 115 A. Board Meeting Attendance Requests –None
- 116 B. Board Agenda Item Requests – Clark requested a Corona Virus update and Board administrative
- 117 support be on the next agenda.
- 118

119 **VARIOUS ARTICLES AND MISCELLANEOUS DISTRICT CORRESPONDENCE:**

120 Discussion ensued.

121

122 **ADJOURNMENT:**

123

124 **ACTION:**

125 Board approved (M/S Murray/Yezman 4-0-1-0) the adjournment of the meeting at 7:20 pm.

126 AYES: Clark, Murray, Schriebman and Yezman.

127 NOES: None.

128 ABSENT: Elias

129 ABSTAIN: None.

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131 The next Board Meeting is scheduled for March 19, 2020 at the District Office.

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136 ATTEST:

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140 Teresa Lerch, District Secretary

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144 APPROVED:

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149 Crystal J. Yezman, Director

SEAL

