

1 **MINUTES OF MAY 7, 2020**

2
3 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN
4 SESSION BY ZOOM CONFERENCE ON MAY 7, 2020 AT 3:20 PM AND STAFF BY ZOOM
5 CONFERENCE AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300 CONFERENCE
6 ROOM, SAN RAFAEL, CA. 94903
7

8 **BOARD MEMBERS PRESENT:** (By Roll Call): M. Clark, R. Elias, C. Murray,
9 J. Schriebman, C. Yezman

10
11 **BOARD MEMBERS ABSENT:** None

12
13 **STAFF PRESENT:** Mike Prinz , General Manager Teresa Lerch, District
14 Secretary,

15
16 **OTHERS PRESENT:** Pat Richardson, District Counsel; David Byers, District
17 Counsel

18
19 **ANNOUNCEMENT:** President Elias announced that the agenda had been
20 posted as evidenced by the certification on file in
21 accordance with the law.
22

23 **PUBLIC COMMENT:** None.

24
25 **ACTION:**

26
27 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO
28 CLOSED SESSION ON MAY 7, 2020 , AT 3:21 PM, BY ZOOM CONFERENCE AND AT THE DISTRICT
29 OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, CONFERENCE ROOM, SAN RAFAEL, CALIFORNIA.
30

31 Lerch left at 3:21 pm.
32

33 **CLOSED SESSION:**

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35 **PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE:** pursuant to subdivision (b)(1) of Government
36 Code Section 54957.

37
38 **PUBLIC EMPLOYEE PERFORMANCE EVALUATION – General Manager:** pursuant to subdivision (b)(1)
39 of Government Code Section 54957.
40

41
42 **ADJOURNMENT:**

43
44 **ACTION:**

45 The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on
46 May 7, 2020 at 4:36 pm.
47

48 **BOARD MEMBERS PRESENT:** (By Roll Call): M. Clark ,R. Elias, C. Murray,
49 J. Schriebman, C. Yezman

50
51 **STAFF PRESENT:** Teresa Lerch, District Secretary; Mel Liebmann, Plant
52 Manager; Mike Cortez, District Engineer

53
54 **OTHERS PRESENT:** Mark Moses, Regional Government Services
55

56 **PUBLIC COMMENT:** None.

57
58 **REPORT ON CLOSED SESSION:** Patrick Richardson, District Counsel reported that the General
59 Manager's salary was increased to an annual rate of \$232,887.56 retroactive to November 26, 2019. The
60 motion passed unanimously.

61
62 Prinz introduced Mark Moses from Regional Government Services to the Board.

63
64 **CONSENT CALENDAR:**

65 These items are considered routine and will be enacted, approved or adopted by one motion unless a request for
66 removal for discussion or explanation is received from the staff or the Board.

- 67 A. Approve the Board Minutes for April 16 and April 17, 2020
- 68 B. Approve the Warrant List for May 7, 2020
- 69 C. Approve Schriebman attending the Adapting Tides Webinar April 28
- 70 D. Approve Murray attending the Budgeting for the Covid-19 Recession Webinar May 5
- 71 E. Approve Resolution 2020-2187 – A Resolution Proposing an Election
- 72 F. Approve Extension of Designation of the Secondary Treatment Process Upgrade and
73 Recycled Water Expansion Project as an Essential Function per Marin County Public Health
74 Order

75 Items B and F were discussed.

76
77 **ACTION:**

78 Board approved (M/S Schriebman/Yezman 5-0-0-0) the Consent Calendar items A through F.

79 Roll Call:
80 AYES: Clark, Elias, Murray, Schriebman and Yezman.
81 NOES: None.
82 ABSENT: None.
83 ABSTAIN: None.

84
85 **FEE AGREEMENT FOR LEGAL SERVICES**

86 Board reviewed the proposed fee Agreement for legal services from Byers/Richardson. Discussion ensued.
87 Board approved (M/S Yezman/Schriebman 5-0-0-0) the fee Agreement for legal Services from
88 Byers/Richardson.

89 Roll Call:
90 AYES: Clark, Elias, Murray, Schriebman and Yezman.
91 NOES: None.
92 ABSENT: None.
93 ABSTAIN: None.

94
95 **PROPOSED ORDINANCE 182 AN ORDINANCE AMENDING TITLE 2, CHAPTER 1 SANITARY CODE
96 OF THE LAS GALLINAS VALLEY SANITARY DISTRICT – CAPITAL FACILITIES CHARGE**

97 Board reviewed the proposed draft Ordinance 182 – An Ordinance Amending Title 2, Chapter 1 Sanitary
98 Code of the Las Gallinas Valley Sanitary District which will update the capital facilities charge based on the
99 inflationary adjustment as provided for in the Ordinance. Board set a Public Hearing date for Ordinance No
100 182, An Ordinance Amending Title 2, Chapter 1 Sanitary Code of the Las Gallinas Valley Sanitary District.

101
102 **ACTION:**

103 Board approved (M/S Schriebman/Yezman 5-0-0-0) modifying the title of Ordinance 182 and setting a
104 Public Hearing for Ordinance 182, An Ordinance Amending Title 2 Chapter 1 of the Ordinance Code of the
105 Las Gallinas Valley Sanitary District on July 2, 2020.

106 Roll Call:
107 AYES: Clark, Elias, Murray, Schriebman and Yezman
108 NOES: None.
109 ABSENT: None.
110 ABSTAIN: None.

111 **APPROVE THE REVISED CONTRACT AMOUNT WITH PG&E FOR CONSTRUCTION OF PHASE 2**
112 **POWER LINE REALIGNMENT PROJECT**

113 Board discussed the revised contract amount with PG&E for construction of Phase 2 Power Line
114 Realignment Project.

115

116 **ACTION:**

117 Board approved (M/S Murray/Schriebman 5-0-0-0) the revised contract amount and authorized the
118 General Manager to execute the revised contract with PG&E for Phase 2 Power Line Realignment Project.
119 Roll Call:

120 AYES: Clark, Elias, Murray, Schriebman and Yezman

121 NOES: None.

122 ABSENT: None.

123 ABSTAIN: None.

124

125 **BID AWARD – BIOSOLIDS SURFACE INJECTION AND RECLAMATION PASTURELAND IRRIGATION**
126 **OPERATIONS AND MAINTENANCE SERVICES**

127 Board and staff discussed the bid award for the Biosolids Surface Injection and Reclamation Pastureland
128 Irrigation Operations and Maintenance Services.

129 **ACTION:**

130 Board approved (M/S Schriebman/Yezman 5-0-0-0) the bid award for the Biosolids Surface Injection and
131 Reclamation Pastureland Irrigation Operations and Maintenance Services

132 Roll Call:

133 AYES: Clark, Elias, Murray, Schriebman and Yezman.

134 NOES: None.

135 ABSENT: None.

136 ABSTAIN: None.

137

138 **APPROVE BOARD APPOINTMENT ACTING DISTRICT TREASURER**

139 Board discussed appointing the General Manager as the Acting District Treasurer. No action was taken.

140

141 **APPROVE THE DRAFT SPRING NEWSLETTER**

142 Board discussed the draft Spring Newsletter .The Board suggested some changes and the final Newsletter
143 will be brought back to the next Board meeting for approval.

144

145 **INFORMATION ITEMS:**

146 **STAFF / CONSULTANT REPORTS:**

147 1. General Manager's Report – Verbal – Prinz reported.

148 2. Retention of CPSHR Consulting for Administrative Services Manager Recruitment Services – no
149 discussion.

150 3. Retention of Regional Government Services for Temporary Assistance – no discussion.

151 4. Marin County Civil Grand Jury Follow-up Report on Web Transparency of Agency Compensation Practices
152 Lerch and Prinz reported.

153

154 **BOARD MEMBER REPORTS:**

155 1. CLARK

156 a. NBWA Board Committee – verbal report.

157 b. NBWA Conference Committee– no report

158 c. Ad Hoc HR Committee re: 2019 GM Evaluation-no report

159 d. Ad Hoc HR Committee re: 2019 Employee Climate Survey – no report

160 e. Other Reports– no report

161

162 2. ELIAS

163 a. NBWRA– no report

- 164 b. Ad Hoc Engineering Committee— verbal report
- 165 c. Other Reports— no report
- 166
- 167 3. MURRAY
- 168 a. Marin LAFCO— verbal report
- 169 b. CASA Energy Committee— verbal report
- 170 c. Ad Hoc HR Committee re: GM Evaluation – no report
- 171 d. Other Reports— Special districts Chapter Meeting— verbal report
- 172 4. SCHRIEBMAN
- 173 a. JPA Local Task Force— no report
- 174 b. NBWA Tech Advisory Committee— no report
- 175 c. Ad Hoc HR Committee re: 2019 Employee Climate Survey – no report
- 176 d. Other Reports— Special Districts Chapter Meeting – verbal report and Marin County Stormwater
- 177 Pollution Prevention Program Advisory Committee (MCSTOPP)- verbal report
- 178 5. YEZMAN
- 179 a. Gallinas Watershed Council/Miller Creek Watershed Council— no report
- 180 b. Flood Zone 7— no report
- 181 c. CSRMA— no report
- 182 d. Ad Hoc Engineering Committee— verbal report
- 183 e. Other Reports— no report
- 184

185 **BOARD REQUESTS:**

- 186 A. Board Meeting Attendance Requests – None.
- 187 B. Board Agenda Item Requests – None.
- 188

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

190 Discussion ensued.

191

192 **ACTION:**

193 Board approved (M/S Yezman/Schriebman 5-0-0-0) the adjournment of the meeting at 7:13 pm. in memory

194 of Harry Schriebman.

195 Roll Call:

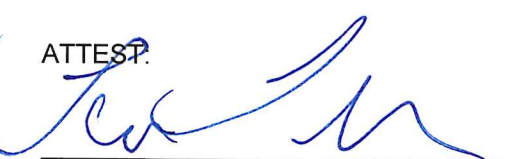
- 196 AYES: Clark, Elias, Murray, Schriebman and Yezman.
- 197 NOES: None.
- 198 ABSENT: None.
- 199 ABSTAIN: None.
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201 The next Board Meeting is scheduled for May 11, 2020.

202

203

204 ATTEST:

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206 _____
207 Teresa Lerch, District Secretary

208

209

210

211

212 APPROVED:

213 
214 _____
215 Judy Schriebman, Vice President

216

217

SEAL

