

1 **MINUTES JANUARY 11, 2018**

2  
3 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN  
4 OPEN SESSION ON JANUARY 11, 2018, AT 4:00 P.M., AT THE DISTRICT OFFICE, 300 SMITH  
5 RANCH ROAD, SAN RAFAEL, CALIFORNIA.  
6

7 **BOARD MEMBERS PRESENT:** M. Clark, R. Elias, R. Greenfield and C. Murray,  
8

9 **BOARD MEMBERS ABSENT:** J. Schriebman  
10

11 **STAFF PRESENT:** Chris DeGabriele, Interim General Manager (Also  
12 present for Closed Session); Teresa Lerch, District  
13 Secretary  
14

15 **OTHERS PRESENT:** David Byers, District Counsel,  
16

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

21 **PUBLIC COMMENT:** President Greenfield addressed the Board and Staff.  
22

23 Pursuant to Government Code section 54954.2(b)(2), Byers requested adding item CONFERENCE  
24 WITH REAL PROPERTY NEGOTIATORS be added to the Closed Session.  
25

26 **ACTION:**

27 Board approved (M/S Murray/Elias 4-0-1-0) adding Conference with Real Property Negotiators to the  
28 Agenda.

29 AYES: Clark, Elias, Greenfield and Murray.  
30 NOES: None.  
31 ABSENT: Schriebman.  
32 ABSTAIN: None.  
33

34 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO  
35 CLOSED SESSION ON JANUARY 11, 2018 AT 4:03 PM, AT THE DISTRICT OFFICE, 300 SMITH RANCH  
36 ROAD, SAN RAFAEL, CALIFORNIA.  
37

38 Lerch left the meeting at 4:03 p.m.  
39

40 **CLOSED SESSION:**  
41

42 **CONFERENCE WITH REAL PROPERTY NEGOTIATORS** – Pursuant to Government Code §  
43 54956.8 Regarding Assessor Parcel Numbers: 155-121-14, 155-121-15, 155-121-16, 155-121- 17,  
44 155-121-18, 155-121-30, 155-011-11 and 155-011-12. Real Property Negotiator is the District  
45 Counsel. District may negotiate with representatives of the Silveira family. Under negotiation: Price  
46 and Terms of Payment.  
47

48 **CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION:** Significant exposure to  
49 litigation pursuant to subdivision (b) of Gov. Code Section 54956.9 - One potential case.  
50

51 **ADJOURNMENT:**  
52

53 **ACTION:**

54 The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session  
55 on January 11, 2018 at 4:37 p.m.

56  
57  
58  
59  
60  
61  
62  
63  
64  
65  
66  
67  
68  
69  
70  
71  
72  
73  
74  
75  
76  
77  
78  
79  
80  
81  
82  
83  
84  
85  
86  
87  
88  
89  
90  
91  
92  
93  
94  
95  
96  
97  
98  
99  
100  
101  
102  
103  
104  
105  
106  
107  
108  
109  
110  
111

**STAFF PRESENT:** Teresa Lerch, District Secretary; Susan McGuire, District Treasurer;

**OTHERS PRESENT:** Garth Schultz, R3 Consulting Group, Inc ; Patty Garbarino, Joe Garbarino, and Roger Williams from Marin Sanitary Service;

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

**PUBLIC COMMENT:** None.

**INTERIM GENERAL MANAGER REPORT:** DeGabriele updated the Board regarding a Blending event on January 8<sup>th</sup> and mentioned that we will need a Special Board meeting on January 18, 2018 regarding the Secondary Treatment and Recycled Water Treatment Project.

**REVIEW GARBAGE AND REFUSE RATE ADJUSTMENT FOR 2018 AND SET PUBLIC HEARING**  
Garth Schultz from R3 Consulting Group reviewed the methodology and rate review report for a 2018 rate increase in garbage rates. Discussion ensued.

**ACTION:**  
Board approved (M/S Murray/Elias 4-0-1-0) scheduling the Public Hearing for February 8, 2018 to consider adoption of a retroactive increase to existing garbage and refuse rates effective January 1, 2018. Hearing to be held at the District office at 4:30 p.m.

- AYES: Clark, Elias, Greenfield and Murray.
- NOES: None.
- ABSENT: Schriebman.
- ABSTAIN: None.

**BOARD ELECTIONS – PRESIDENT, VICE PRESIDENT, TREASURER AND SECRETARY**  
Board elected a President, Vice President, Treasurer and Secretary. Chris DeGabriele thanked Russ Greenfield for his service during 2017.

**ACTION:**  
Board nominated (M/S Murray/Greenfield 4-0-1-0) Megan Clark to serve as President for 2018.

- AYES: Clark, Elias, Greenfield and Murray.
- NOES: None.
- ABSENT: Schriebman.
- ABSTAIN: None.

Greenfield turned the meeting over to President Clark.

**ACTION:**  
Board nominated (M/S Greenfield/Clark 4-0-1-0) Craig Murray to serve as Vice President for 2018.

- AYES: Clark, Elias, Greenfield and Murray.
- NOES: None.
- ABSENT: Schriebman.
- ABSTAIN: None.

112 **ACTION:**  
113 Board nominated (M/S Murray/Elias 4-0-1-0) Susan McGuire to serve as Treasurer for 2018.  
114

115 AYES: Clark, Elias, Greenfield and Murray.  
116 NOES: None.  
117 ABSENT: Schriebman.  
118 ABSTAIN: None.

119 **ACTION:**  
120 Board nominated (M/S Elias/Murray 4-0-1-0) Teri Lerch to serve as Secretary for 2018.  
121

122 AYES: Clark, Elias, Greenfield and Murray.  
123 NOES: None.  
124 ABSENT: Schriebman.  
125 ABSTAIN: None.  
126

127 **BOARD PRESIDENT APPOINTMENTS**

128 Discussion ensued. DeGabriele will meet with the Board President and Board members to review the  
129 nature of the committee involvement and bring it back to a future meeting for further discussion.  
130

131 **MODIFICATION OF EMPLOYMENT AGREEMENT BETWEEN LAS GALLINAS VALLEY SANITARY**  
132 **DISTRICT AND MICHAEL CORTEZ, DISTRICT ENGINEER, ROBERT LIEBMANN, PLANT MANAGER,**  
133 **SUSAN MCGUIRE, ADMINISTRATIVE SERVICES MANAGER AND GREG PEASE, COLLECTION**  
134 **SYSTEM AND SAFETY MANAGER**

135 District Counsel and the Board discussed the Modification of employment agreements.  
136

137 **ACTION:**  
138 Board approved (M/S Elias/Greenfield 4-0-1-0) amending the employment contracts of the  
139 Management Group to confirm accordingly and to be retroactive to the date of execution of each  
140 respective contract.

141 AYES: Clark, Elias, Greenfield and Murray.  
142 NOES: None.  
143 ABSENT: Schriebman.  
144 ABSTAIN: None.  
145

146 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO  
147 CLOSED SESSION ON JANUARY 11, 2018 AT 5:54 PM, AT THE DISTRICT OFFICE, 300 SMITH RANCH  
148 ROAD, SAN RAFAEL, CALIFORNIA.  
149

150 Lerch, McGuire left the meeting at 5:54 p.m.  
151

152 **CLOSED SESSION:**

153  
154 **CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION:** Significant exposure to  
155 litigation pursuant to subdivision (b) of Gov. Code Section 54956.9 - One potential case.  
156

157 **ADJOURNMENT:**

158  
159 **ACTION:**  
160 The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session  
161 on January 11, 2018 at 6:15 p.m.  
162

163 Byers left at 6:15 p.m.  
164

165 **STAFF PRESENT:** Teresa Lerch, District Secretary; Susan McGuire,  
166 District Treasurer;

167 **OTHERS PRESENT:** None.  
168  
169 **REPORT ON CLOSED SESSION:**  
170 President Greenfield reported that there were no reportable actions in Closed Session.  
171  
172 **PUBLIC COMMENT:** None.  
173  
174 **CONSENT CALENDAR:**  
175 These items are considered routine and will be enacted, approved or adopted by one motion unless a request  
176 for removal for discussion or explanation is received from the staff or the Board.  
177 A. Approve the Board Minutes for December 12, December 14, December 22, 2017 and January 2, 2018  
178 B. Approve the Warrant Lists for December 28, 2017 and January 11, 2018  
179 C. Approve Board Member Compensation for December, 2017  
180 D. Approve Microturbine Service Agreement  
181 E. Approve Canada Goose Management  
182 F. Approve Conference Attendance for Megan Clark, Rabi Elias, Russ Greenfield and Judy Schriebman  
183 – NBWA Day on April 6 in Petaluma  
184  
185 Items D and E were pulled for discussion.  
186  
187 **ACTION:**  
188 Board approved (M/S Greenfield/Murray 4-0-1-0) the Consent Calendar Items A, B, C and F.  
189 AYES: Clark, Elias, Greenfield and Murray.  
190 NOES: None.  
191 ABSENT: Schriebman.  
192 ABSTAIN: None.  
193  
194 Items D and E were discussed.  
195 **ACTION:**  
196 Board approved (M/S Greenfield/Murray 4-0-1-0) the Consent Calendar Items D and E.  
197 AYES: Clark, Elias, Greenfield and Murray.  
198 NOES: None.  
199 ABSENT: Schriebman.  
200 ABSTAIN: None.  
201  
202 **STAFF / CONSULTANT REPORTS:**  
203 A. Draft Winter Newsletter – McGuire reported. Via Consensus, Board approved the Draft Winter  
204 Newsletter.  
205 B. Electronic Payment Process Update – McGuire reported.  
206 C. Biogas Energy Recovery System – Update – DeGabriele reported.  
207  
208 **BOARD REPORTS:**  
209 A. LAFCO – Verbal – Murray reported.  
210 B. Gallinas Watershed Council / Miller Creek Watershed Council – Verbal – Greenfield and Murray  
211 reported.  
212 C. JPA Local Task Force on Solid and Hazardous Waste – Verbal – Greenfield reported.  
213 D. NBWA – Verbal – Clark reported.  
214 E. NBWRA – Verbal – Elias reported.  
215 F. Operations Control Center – Verbal – no report.  
216 G. Engineering Subcommittee – Verbal – Elias and DeGabriele reported.  
217 H. Human Resources Subcommittee – Verbal – Clark reported.  
218 I. Other Reports – None.  
219  
220  
221

222  
223  
224  
225  
226  
227  
228  
229  
230  
231  
232  
233  
234  
235  
236  
237  
238  
239  
240  
241  
242  
243  
244  
245  
246  
247  
248  
249  
250  
251  
252  
253  
254  
255  
256

**BOARD REQUESTS:**

- A. Board Meeting Attendance Requests – Via consensus, the Board approved Murray attending the IRWA Course 900 Principles of Real Estate Engineering – January 25<sup>th</sup> and 26<sup>th</sup> in San Francisco.
- B. Board Agenda Item Requests – Board would like status on the Floating Solar Panel Project and an update from Liebmann regarding his discussion with the other Sewer Agencies about the flyer on the Sewer Lateral Assistance Program.

**VARIOUS ARTICLES AND MISCELLANEOUS CORRESPONDENCE:**

Discussion ensued.

**ADJOURNMENT:**

**ACTION:**

Board approved (M/S Elias/Clark 4-0-1-0) adjoining the meeting at 7:08 p.m.

- AYES: Clark, Elias, Greenfield and Schriebman.
- NOES: None.
- ABSENT: Schriebman
- ABSTAIN: None.

The next Special Board Meeting is scheduled for January 18, 2018 at the District Office.

ATTEST:

Teresa Lerch, District Secretary

APPROVED:

Megan Clark, Board President

SEAL

