

1
2
3 **MINUTES OF OCTOBER 25, 2018**

4 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN
5 SESSION ON OCTOBER 25, 2018, AT 4:00 PM, AT THE DISTRICT OFFICE, 300 SMITH RANCH
6 ROAD, SAN RAFAEL, CALIFORNIA.

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

9
10 **BOARD MEMBERS ABSENT:** None

11
12 **STAFF PRESENT:** Chris DeGabriele, Interim General Manager (present for
13 Closed Session); Kristina Kempf, Administrative/Financial
14 Specialist

15
16 **OTHERS PRESENT:** Patrick Richardson, District Counsel; Mike Prinz (present
17 for part of closed session)

18
19 **ANNOUNCEMENT:** President Clark 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 **ADJOURNMENT:**

26
27 **ACTION:**

28
29 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO
30 CLOSED SESSION ON OCTOBER 25, 2018, AT 4:01 P.M., AT THE DISTRICT OFFICE, 300 SMITH RANCH
31 ROAD, SAN RAFAEL, CALIFORNIA.

32
33 Kempf left at 4:02 p.m.

34
35 **CLOSED SESSION:**

36
37 **PUBLIC EMPLOYMENT – GENERAL MANAGER:** pursuant to subdivision (b)(1) of Government Code
38 Section 54957.

39
40 **ADJOURNMENT:**

41
42 **ACTION:**

43 The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on
44 October 25, 2018 at 4:45 pm.

45
46 **STAFF PRESENT:** Susan McGuire, District Treasurer; Mike Cortez; District
47 Engineer; Kristina Kempf, Administrative/Financial
48 Specialist

49
50 **OTHERS PRESENT:** Mike Prinz

51
52 **PUBLIC COMMENT:** None

53
54 **REPORT ON CLOSED SESSION:**

55 President Clark reported that the Board unanimously approved an employment agreement with Mike Prinz to
56 serve as General Manager of Las Gallinas Valley Sanitary District subject to successful completion of his pre-
57 employment physical and drug screening. (M/S Clark/Elias 5-0-0-0)
58

59 **PRESENTATION OF THE COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR THE YEAR ENDED**
60 **JUNE 30, 2018:**

61 John Cropper of Cropper Accountancy Corporation presented the results of the Comprehensive Annual Financial
62 Report for the year ended June 30, 2018 announcing an unmodified audit opinion.
63

64 **ACTION:**

65 Board approved (M/S Schriebman/Murray 5-0-0-0)

66 AYES: Clark, Elias, Greenfield, Murray and Schriebman

67 NOES: None.

68 ABSENT: None.

69 ABSTAIN: None.
70

71 **CONSENT CALENDAR:**

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

74 A. Approve the Board Minutes for October 11 and October 12, 2018.

75 B. Approve the Warrant List for October 25, 2018.
76

77 **ACTION:**

78 Board approved (M/S Murray/Greenfield 5-0-0-0) the Consent Calendar Items A and B.

79 AYES: Clark, Elias, Greenfield, Murray and Schriebman

80 NOES: None.

81 ABSENT: None.

82 ABSTAIN: None.
83

84 **INFORMATION ITEMS:**

85 **STAFF / CONSULTANT REPORTS:**

- 86 1. Interim General Manager Report – Verbal – DeGabriele reported
- 87 2. Administration Department Quarterly Report – Written – McGuire reported
- 88 3. Collection Department Quarterly Report – Written - DeGabriele reported
- 89 4. Engineering Department Quarterly Report – Written – Cortez reported
- 90 5. Operations Department Quarterly Report – Written – DeGabriele reported
- 91 6. JC Tree Care and Landscape Invoice – Written – Cortez reported
- 92 7. Change Order 3 - UV Piping Repair – Written
- 93 8. Amendment #5 – Aqua Engineering – Written
- 94 9. Regional Monitoring Program for Water Quality in SF Bay – 2018 Update – Written
- 95 10. Annual Capital Facilities Charge Accounting and Reporting – Written
96

97 Cortez and Richardson left at 6:10 p.m.
98

99 **BOARD REPORTS:**

- 100 11. Human Resources Subcommittee – Verbal – Clark, Murray reported.
- 101 12. LAFCO – Verbal – Murray reported.
- 102 13. Gallinas Watershed Council / Miller Creek Watershed Council – Verbal – Schriebman reported.
- 103 14. JPA Local Task Force on Solid and Hazardous Waste – nothing to report.
- 104 15. NBWA – Written – Clark reported.
- 105 16. NBWRA /North Bay Water – Verbal – Elias reported.
- 106 17. Engineering Subcommittee – Verbal – DeGabriele and Elias reported.
- 107 18. Other Reports – None.
108
109
110

111
112
113
114
115
116
117
118
119
120
121
122
123
124
125
126
127
128
129
130
131
132
133
134
135
136
137
138
139
140
141
142
143
144
145

BOARD REQUESTS:

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

VARIOUS ARTICLES AND MISCELLANEOUS DISTRICT CORRESPONDENCE:

Discussion ensued.

ADJOURNMENT:

ACTION:

Board approved (M/S Murray/Schriebman 5-0-0-0) the adjournment of the meeting at 6:25 p.m.

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

The next Board Meeting is scheduled for November 15, 2018 at the District Office.

ATTEST:



Kristina Kempf, Administrative/Financial Specialist

APPROVED:



Megan Clark, Board President

SEAL

