

1 **MINUTES OF MAY 21, 2020**

2
3 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN
4 SESSION BY ZOOM CONFERENCE ON MAY 21, 2020 AT 3:47 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 (arrived at 3:58 pm)

10
11 **BOARD MEMBERS ABSENT:** None

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

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

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

21
22 **PUBLIC COMMENT:** None.

23
24 **ACTION:**

25
26 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO
27 CLOSED SESSION ON MAY 21, 2020 , AT 3:48 PM, BY ZOOM CONFERENCE AND AT THE DISTRICT
28 OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, CONFERENCE ROOM, SAN RAFAEL, CALIFORNIA.

29
30 Lerch left at 3:48 pm.

31
32 **CLOSED SESSION:**

33
34 **CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION –** Significant exposure
35 to litigation pursuant to paragraph (2) of Government Code § 54956.9: One potential case.

36
37 **PUBLIC EMPLOYEE PERFORMANCE EVALUATION –** General Manager: pursuant to subdivision (b)(1)
38 of Government Code Section 54957.

39
40
41 **ADJOURNMENT:**

42
43 **ACTION:**

44 The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on
45 May 21, 2020 at 4:55 pm.

46
47 **BOARD MEMBERS PRESENT:** (By Roll Call): M. Clark ,R. Elias, C. Murray,
48 J. Schriebman, C. Yezman

49
50 **STAFF PRESENT:** Teresa Lerch, District Secretary; Mel Liebmann, Plant
51 Manager; Mike Cortez, District Engineer; Greg Pease,
52 Collections and Safety Manager; Sahar Golshani,
53 Environmental Services Director
54

55 **OTHERS PRESENT:** Sophia Selivanoff and Mark Moses, Regional
56 Government Services

57
58 **PUBLIC COMMENT:** None.

59
60 **REPORT ON CLOSED SESSION:** : President Elias reported that there were no reportable actions in
61 Closed Session.

62
63 **CONSENT CALENDAR:**

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

- 66 A. Approve the Board Minutes for April 27 and May 7, 2020
- 67 B. Approve the Warrant List for May 21, 2020
- 68 C. Approve Board Compensation for April, 2020
- 69 D. Approve Virtual conference attendance for Schriebman – 2020 WateReuse June 24-25
- 70 E. Approve EOA Inc Contract Proposal for July 1, 2020 to June 20, 2021
- 71 F. Approve Contract Amendment 1 – Hazen and Sawyer
- 72 G. Approve 12 Month Contract for Univar Solutions to furnish Liquid Sodium Bisulfite and Liquid
73 Sodium Hypochlorite to June 30, 2021
- 74 H. Approve Application of Allocation of Capacity for APN 178-101-39- Monk's Kettle
- 75 I. Approve Memorandum of Agreement between the County of Marin and LGVSD
- 76 J. Approve Contract Amendment 1 to MWA Architects
- 77 K. Approve Spring/Summer 2020 Newsletter – Final Draft
- 78 L. Approve Final Draft of Administrative Services Manager Recruitment Brochure
- 79 M. Approve General Manager's Amendment to Employment Agreement
- 80 N. Approve Extension of Designation of the Secondary Treatment Process Upgrade and
81 Recycled Water Expansion Project as an Essential Governmental Function per Marin County
82 Public Health Order

83 Items D, E, F, K, and L were discussed.

84
85 **ACTION:**

86 Board approved (M/S Schriebman/Murray 5-0-0-0) the Consent Calendar items A through N with
87 modifications to item L.

88 Roll Call:

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

93
94 **ORGANIZATIONAL ANALYSIS REPORT FINAL DRAFT**

95 Prinz and Sophia Selivanoff presented the Final Organizational Analysis Report to the Board and staff.
96 Discussion ensued. A workshop for the Board and staff will be scheduled to discuss the report.

97
98 **INFORMATION ITEMS:**

99 **STAFF / CONSULTANT REPORTS:**

- 100 1. General Manager's Report – Verbal – Prinz reported.
- 101 2. SCADA Support Services Agreement FY 2020-21 – no discussion.
- 102 3. Land Development Projects Update – this item moved to the June 4th Board meeting.

103
104 **BOARD MEMBER REPORTS:**

- 105 1. CLARK
 - 106 a. NBWA Board Committee – no report.
 - 107 b. NBWA Conference Committee– no report
 - 108 c. Ad Hoc HR Committee re: 2019 GM Evaluation-no report
 - 109 d. Ad Hoc HR Committee re: 2019 Employee Climate Survey – no report
 - 110 e. Other Reports– no report

- 111
112 2. ELIAS
113 a. NBWRA– verbal report
114 b. Ad Hoc Engineering Committee— no report
115 c. Other Reports– no report
116
117 3. MURRAY
118 a. Marin LAFCO– no report
119 b. CASA Energy Committee– no report
120 c. Ad Hoc HR Committee re: GM Evaluation – no report
121 d. Other Reports– CSDA Special Districts committee - verbal report
122 4. SCHRIEBMAN
123 a. JPA Local Task Force– no report
124 b. NBWA Tech Advisory Committee– no report
125 c. Ad Hoc HR Committee re: 2019 Employee Climate Survey – no report
126 d. Other Reports– no report
127 5. YEZMAN
128 a. Gallinas Watershed Council/Miller Creek Watershed Council– no report
129 b. Flood Zone 7– no report
130 c. CSRMA– no report
131 d. Ad Hoc Engineering Committee— requested an Ad Hoc Engineering Committee meeting
132 e. Other Reports– no report
133

134 **BOARD REQUESTS:**

- 135 A. Board Meeting Attendance Requests – none.
136 B. Board Agenda Item Requests – Schriebman requested the formation of an Ad Hoc HR Subcommittee
137 regarding the ASM selection be on the next Board meeting agenda.
138

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

140 Discussion ensued.
141

142 **ACTION:**


143 Board approved (M/S Schriebman/Murray 5-0-0-0) the adjournment of the meeting at 7:55 pm.

144 Roll Call:


145 AYES: Clark, Elias, Murray, Schriebman and Yezman.
146 NOES: None.
147 ABSENT: None.
148 ABSTAIN: None.
149

150 The next Board Meeting is scheduled for June 4, 2020.
151

152
153 ATTEST:

154 
155
156
157 Teresa Lerch, District Secretary

158
159
160
161 APPROVED:

162
163 
164
165
166 Judy Schriebman, Vice President

SEAL

