1 **MINUTES OF AUGUST 20, 2020** 2 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN 3 4 SESSION BY ZOOM CONFERENCE ON AUGUST 20, 2020 AT 3:34 PM AND STAFF BY ZOOM CONFERENCE AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300 CONFERENCE 5 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; Mike Cortez, District 14 Engineer; Mel Liebmann, Plant Manager; Greg Pease, 15 Collections/Safety Manager; Amy Schultz, 16 Administrative/Financial Specialist 17 18 OTHERS PRESENT: Pat Richardson, District Counsel: Mark Moses and 19 Kendall Flint, Regional Government Services 20 21 ANNOUNCEMENT: President Elias announced that the agenda had been 22 posted as evidenced by the certification on file in 23 accordance with the law 24

PUBLIC COMMENT: None.

Prinz requested the Board review the Staff Department reports – Operations and Collections as the first agenda item and defer the Administration and Engineering Department reports until next Board meeting.

INFORMATION ITEMS:

STAFF/CONSULTANT REPORTS:

1. Department Reports - Operations and Collections Department - Liebmann and Pease reported.

Liebman and Pease left the meeting.

CONSENT CALENDAR:

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

- A. Approve the Board Minutes for August 6, 2020
- B. Approve the Warrant List for August 20, 2020
- C. Apprrove Board Compensation for July 2020
- D. Approve Schriebman attending the Special Districts Summit West Virtual Meeting August 25
- E. Approve Application of Allocation of Capacity for APN 155-230-12, San Rafael Airport Recreational Facility
- F. Approve Resolution 2020-2198 Accepting Final Completion of Plant Improvements 2018 Project
- G. Approve Resolution 2020-2199 and LGVSD Conflict of Interest Code Biennial Update
- H. Approve Order of the Board that Publication of Ordinance 184 has Occurred
- I. Approve Extension of Designation of the Secondary Treatment Process Upgrade and Recycled Water Expansion Project as an Essential Function per Marin County Public Health Order

August 20, 2020

Items B,C,D,E,F and G were pulled for discussion.

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56 **ACTION:** 57 Board approved (M/S Murray/Schriebman 5-0-0-0) the Consent Calendar items A through I. 58 Roll Call: 59 AYES: Clark, Elias, Murray, Schriebman and Yezman. 60 NOES: None. 61 ABSENT: None. 62 ABSTAIN: None. 63 64 SECONDARY TREATMENT PROCESS UPGRADE AND RECYCLED WATER EXPANSION PROJECT 65 **CONTINGENCY INCREASE** 66 Board and staff discussed the Secondary Treatment Process Upgrade and Recycled Water Expansion 67 Project Contingency Increase. 68 **ACTION:** 69 Board approved (M/S Yezman/Schriebman 5-0-0-0) an additional 2.5% construction contingency in the 70 amount of \$1,215,000. for the Secondary Treatment Plant Upgrade and Recycled Water Expansion Project. 71 Roll Call: 72 AYES: Clark, Elias, Murray, Schriebman and Yezman. 73 NOES: None. 74 ABSENT: None. 75 ABSTAIN: None. 76 77 **DRAFT RELOCATION ASSISTANCE POLICY** 78 Board and staff discussed the Draft Relocation Assistance policy. 79 ADMINISTRATIVE POLICY A-03 - MOBILE COMPUTER DEVICES USED FOR DISTRICT BUSINESS 80 Board discussed Administrative Policy A-03 Mobile Computer Devices used for District Business. This item 81 will be continued on a future agenda. 82 83 **ACTION:** 84 85 THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO 86 CLOSED SESSION ON AUGUST 20, 2020, AT 5:23 PM, BY ZOOM CONFERNCE AND AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, CONFERENCE ROOM, SAN RAFAEL, CALIFORNIA. 87 88 89 Flint and Schultz left the meeting. 90 91 **CLOSED SESSION:** 92 93 ASM RECRUITMENT UPDATE - PUBLIC EMPLOYEE APOINTMENT/EMPLOYMENT 94 ADMINISTRATIVE SERVICES MANAGER - Pursuant to subdivision (b)(1) of Government Code Section 95 54957. 96 97 CONFERENCE WITH REAL PROPERTY NEGOTIATORS - Pursuant to Government Code 98 § 54956.5; Regarding real property located at 405 Vendola Drive, San Rafael. Real Property Negotiator Is 99 Mike Prinz, General Manager. 100 101 ADJOURNMENT: 102 103 **ACTION:** The Board of Directors of the Las Gallinas Valley Sanitary District reconvened the Regular Session on 104 105 August 20, 2020 6:10 pm. 106

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109 110 **BOARD MEMBERS PRESENT:**

STAFF PRESENT:

(By Roll Call): M. Clark, R. Elias, C. Murray,

Amy Schultz, Administrative/Financial Specialist

J. Schriebman, C. Yezman

111	OTHE	ERS PRESENT: Kend	Kendall Flint, Regional Government Services				
112 113 114	PUBLI	IC COMMENT: None					
115 116 117	REPORT ON CLOSED SESSION: President Elias reported that there were no reportable actions in Closed Session.						
118 119 120	STAFF	RMATION ITEMS CONTINUED: F / CONSULTANT REPORTS: General Manager Report – Verbal – Prinz repo	orted				
121	DOAD						
122 123		RD MEMBER REPORTS:					
124	d.	CLARK A NRWA Board Committee verbal rand	.				
125		a. NBWA Board Committee –verbal repob. NBWA Conference Committee – no re					
126		c. Other Reports— no report	JOH				
127		c. Other Reports—no report					
128	2.	ELIAS					
129		a. NBWRA- no report					
130		b. Ad Hoc Engineering Committee— ver	bal report				
131		c. Other Reports- no report					
132		,					
133	3.	MURRAY					
134		 a. Marin LAFCO – verbal report 					
135		 b. CASA Energy Committee – no report 					
136		c. 2020 GM Evaluation Ad Hoc Committee	ee – no report				
137		 d. Other Reports – no report 					
138	1	CCUDICDMAN					
139 140	4.	SCHRIEBMAN					
141		a. JPA Local Task Force– no report	von a d				
142		b. NBWA Tech Advisory Committee noc. Other Reports no report	report				
143		c. Other Reports— no report					
144	5.	YEZMAN					
145	-	a. Gallinas Watershed Council/Miller Cre	ek Watershed Council- no report				
146		b. Flood Zone 7– verbal report	ok viatoronea counting no report				
147		c. CSRMA- no report					
148		d. Ad Hoc Engineering Committee-no re	port				
149		 e. 2020 GM Evaluation Ad Hoc Committee 					
150		 f. Other Reports—no report 					
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152	BOARD REQUESTS:						
153	A.	Board Meeting Attendance Requests – Clark r	equested to attend the Special Districts Summit West				
154 155	D	Webinar on August 25	eted December 11 D 50 I D 601				
156	D.	specifically adding a Poord Professional Eyes	sted Board Policy B-50 and B-60 be on a future Agenda				
157		-specifically adding a Board Professional Expe	rise Reimbursement to the Board policy.				
158	VARIO	OUS ARTICLES AND MISCELLANEOUS DIST	PICT COPPESDONDENCE:				
159	VARIOUS ARTICLES AND MISCELLANEOUS DISTRICT CORRESPONDENCE: Discussion ensued.						
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170 171 172 173	Troil Gall.	AYES: NOES: ABSENT: ABSTAIN:	Clark, Elias, Murray, Schriebman and Yezman. None. None. None.				
174 175 176 177	The next Board Meeting is scheduled for September 17, 2020.						
178	TRANSCRIBED BY:						
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183	. 0.000 2010	, בוסנווסנים	ooronary				
184 185		. .					
186 187	APPROVED).					
188 189 190 191	Judy Schrie	bman, Vice	President				

