

## MINUTES OF JANUARY 15, 2009

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION ON JANUARY 15, 2009, AT 4:30 PM, AT THE DISTRICT OFFICE, 300 SMITH RANCH ROAD, SAN RAFAEL, CALIFORNIA.

- BOARD MEMBERS PRESENT:** M. Clark, R. Greenfield, L. Loder, C. Murray, and J. Schriebman
- BOARD MEMBERS ABSENT:** None.
- STAFF PRESENT:** Mark Williams, General Manager; Susan McGuire, District Treasurer; Carolyn Memmott, District Secretary; Matt Pierce, Plant Manager; Janice Mandler, Collection System/Safety Manager; Patrick Richardson, District Counsel.
- ALSO ATTENDING:** Martin Rauch of Rauch Communication Consultants and Tom Gaffney of Bartle Wells Associates.
- PUBLIC COMMENT:** None.

**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. Board Minutes for December 11, 2008 (Approval)
- B. Notice of Completion – Smith Ranch Pump Station Resolution 2009 – 1865 A RESOLUTION ACCEPTING THE SMITH RANCH ROAD PUMP STATION AND MANHOLE LINING PROJECT
- C. Directors' Meeting Compensation – December 2008
- D. Application for Allocation of Capacity – 15 Cresthaven Drive
- E. District Consideration of Volunteer Staff (Item 5)
- F. Board Policies and Procedures Manual (Item 7)
- G. Credit Card Policy and Issuer (Item 9)

Items 2E, 2F, and 2G were pulled from the Consent Calendar for discussion.

**ACTION:**

Board approved (M/S Greenfield/Schriebman 5-0-0-0) Consent Calendar Items A through D.

AYES: Clark, Loder, Greenfield, Murray and Schriebman  
NOES: None  
ABSTAIN: None  
ABSENT: None

**STAFF / CONSULTANT REPORTS:**

- A. Marin Independent Journal Various Articles / Miscellaneous Correspondence & Articles – No discussion.
- B. Proposition 218 Notice Public Outreach – Consultant Martin Rauch presented an update to the Proposition 218 Program.
- C. Wet Weather Process Change – Correspondence to the Regional Water Quality Control Board – No discussion.
- E. Proposition 218 Project – Employee Housing Assistance Loans – McGuire reported

**GENERAL MANAGER PROPOSED RATE INCREASE:**

General Manager reported on proposed rate increase recommendations. Tom Gaffney spoke briefly regarding the proposed rate increase and discussion followed regarding the various aspects. Craig Murray requested to see the 218 Notices and rates of other agencies in the area for comparison. For further discussion, a Special Board Meeting will be scheduled for February 3<sup>rd</sup> at 4:30 p.m.

**ACTION TO EXTEND MEETING:**

At 6:30 p.m., the Board approved (M/S Clark/Greenfield 5-0-0-0) extending meeting to 6:45 p.m.

AYES: Clark, Greenfield, Loder, Murray and Schriebman  
NOES: None  
ABSTAIN: None  
ABSENT: None

**DISTRICT CONSIDERATION OF VOLUNTEER STAFF:**

**ACTION:**

Board approved (M/S Murray/Schriebman 5-0-0-0) the District Volunteer Program and adopted Resolution 2009 – 1866, a resolution of the Las Gallinas Valley Sanitary District authorizing workers' compensation insurance coverage for Las Gallinas Valley Sanitary District volunteers.

AYES: Clark, Greenfield, Loder, Murray and Schriebman  
NOES: None  
ABSTAIN: None  
ABSENT: None

**BOARD MEMBER COMPENSATION FOR 2009:**

After brief discussion, Schriebman suggested that the Board vote against the proposed increase and that their compensation remain the same.

**ACTION:**

Board approved (M/S Schriebman/Murray 5-0-0-0) to have no increase in Board compensation for 2009.

AYES: Clark, Greenfield, Loder, Murray and Schriebman  
NOES: None  
ABSTAIN: None  
ABSENT: None

**BOARD POLICIES AND PROCEDURES MANUAL:**

**ACTION:**

Board approved (M/S Murray/Schriebman 4-1-0-0) the award of the proposed contract, not to exceed \$10,000, to BHI Management Consulting to update and attain approval of a new Board policy and procedures manual.

AYES: Greenfield, Loder, Murray and Schriebman  
NOES: Clark  
ABSTAIN: None  
ABSENT: None

**MARIN LOCAL AGENCY FORMATION COMMISSION NOMINATION**

Board approved (M/S Clark/Greenfield 5-0-0-0) the nomination of Craig Murray for the LAFCO Special District Representative election.

AYES: Clark, Greenfield, Loder, Murray and Schriebman  
NOES: None  
ABSTAIN: None  
ABSENT: None

**REVISIONS TO THE DISTRICT'S CREDIT CARD POLICY AND ISSUER**

McGuire presented a staff report with revisions to the District's Credit Card Policy.

Board approved (M/S Greenfield/Murray 5-0-0-0) the revised credit card policy and issuer.

AYES: Clark, Greenfield, Loder, Murray and Schriebman  
NOES: None  
ABSTAIN: None  
ABSENT: None

**STAFF / CONSULTANT REPORTS (continued):**

- D. Solar Panel Theft Update – Williams reported.
- F. 2008-09 Sewer Rehabilitation Project status – Williams reported.

**BOARD REPORTS:**

- A. NBWA – No report.
- B. NBWA-Miller Creek Watershed Stewards – Murray reported.
- C. NBWRA – Williams reported.
- D. CASA – Lateral Committee – Greenfield reported.

**BOARD REQUESTS:**

- A. Board Meeting Attendance Requests
- B. Board Agenda Item Requests – Schriebman asked that an item be placed on the agenda of the next regular Board meeting to discuss creating a sub-committee to review the Marin Sanitary Service garbage contract.

**ADJOURNMENT:**

**ACTION:**

Board approved (M/S Murray/Schriebman 5-0-0-0) the adjournment of the meeting at 6:50 p.m. to the Special Meeting scheduled for Thursday, February 3, 2009 at 4:30 p.m. at the District Office.

AYES: Clark, Greenfield, Loder, Murray and Schriebman  
NOES: None  
ABSTAIN: None  
ABSENT: None

  
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Carolyn A. Memmott, District Secretary

APPROVED:

  
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L.H. Loder, Board President

