

MINUTES OF DECEMBER 11, 2008

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION ON DECEMBER 11, 2008, AT 4:15 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 (arrived at 4:37 PM).

BOARD MEMBERS ABSENT:

None.

STAFF PRESENT:

Mark Williams, District Manager; Susan McGuire,
Administrative Services Manager; Carolyn Memmott,
District Administrative Assistant; Matt Pierce, Plant
Manager; Janice Mandler, Collections System/Safety
Manager; Dave Byers, District Counsel.

ANNOUNCEMENT:

President Clark announced that the agenda had been posted as evidenced by the certification on file in accordance with the law.

ADJOURNMENT:

ACTION:

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT ADJOURNED TO CLOSED SESSION ON DECEMBER 11, 2008, AT 4:18 PM, AT THE DISTRICT OFFICE, 300 SMITH RANCH ROAD, SAN RAFAEL, CALIFORNIA.

CLOSED SESSION:

PUBLIC EMPLOYMENT: - Lab Analyst/Inspector Recruitment – pursuant to Government Code Section 54957 – approval for offer of employment Re: Lab Analyst/Inspector Recruitment

ADJOURNMENT:

ACTION:

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT RECONVENED THE OPEN SESSION ON DECEMBER 11, 2008, AT 4:25 PM, AT THE DISTRICT OFFICE, 300 SMITH RANCH ROAD, SAN RAFAEL, CALIFORNIA.

REPORT OF CLOSED SESSION:

Megan Clark reported that the Board approved (M/S Clark/Murray 4-0-0-1) the appointment of Jane Rachapaetayakom to the position of Environmental Services Specialist.

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

PUBLIC COMMENT:

None.

OTHERS PRESENT:

Ed Nute, Mark Wilson and Steve Moore of Nute
Engineering; Ray Goebel of EOA; and Tom Atkins of AE
Video & Web Design

STAFF / CONSULTANT REPORTS:

- A. Marin Independent Journal Various Articles / Miscellaneous Correspondence & Articles – No comments.
- B. San Francisco California Regional Quality Control Board Communication – October 2008 Plant and Reclamation Monthly Reports – No comments.
- C. Environmental Protection Agency Communication – October 2008 Monthly Report – No comments.
- D. November 2008 Collection System Reports – Janice Mandler reported that there were no sewer overflows for six months.
- E. Plant Challenges – Matt Pierce reported chemical challenges with Sodium Bisulfite.
- F. General Manager Copier / Printer – Mark Williams reported.
- G. North Bay Watershed Association Lateral Editorial – Mark Williams reported.
- H. North Bay Water Reuse Authority Update – Steve Moore reported.
- I. Second Unit Identification and Compliance Efforts – Susan McGuire reported that she is working with the City of San Rafael and Marin County Code Enforcement and the Assessor’s Office to identify illegal second units.
- J. California Association of Sanitation Agencies future meeting dates and locations – Susan McGuire discussed District procedures for upcoming Board conferences and outside meetings.
- K. National Pollutant Discharge Elimination System (NPDES) Permit Renewal – Ray Goebel discussed upcoming permit renewal and requirements.
- L. Board meeting schedule for December 2008 and January 2009 – Susan McGuire reported that the regular meeting scheduled for December 25th will be cancelled and noticed. A Public Hearing will be scheduled for January 8th, 2009 to review the rates for collection, removal and disposal of refuse and the proposed Ordinance 141. In addition, the regular meeting scheduled for January 22, 2009 will be cancelled due to the CASA Annual Conference. A Special Meeting will be scheduled for February 24, 2009 from 12:00 – 3:00 p.m. to discuss Ordinance 105 relating to sewer service charge calculations.
- M. Proposition 218 Projects
 - 1. Future Treatment Plant Upgrade Bond Debt Service – Susan McGuire reported.
 - 2. Reserve Funding – Susan McGuire reported.
 - 3. Hamilton Reclamation Project – Ed Nute gave a presentation on wastewater reuse options.
 - 4. O&M of MMWD Plant – Ed Nute reported on estimated costs for operation and maintenance of Marin Municipal Water District recycled water treatment facility.

ACTION:

Board approved (M/S Clark/Loder 5-0-0-0) to extend the meeting to 7:00 p.m.

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

There was Board discussion on policy decisions regarding working on private laterals.

CALL FOR BIDS - DISTRICT SEWER MAIN AND PARTIAL LATERAL REHABILITATION PROJECT:

Dave Byers distributed a confidential memo regarding the 2008 Sewer Improvement Project and Partial Lateral Rehabilitation Project and discussion followed. Byers requested the Board’s direction to authorize the call for bids for the project.

ACTION:

Board authorized (M/S Murray/Greenfield 5-0-0-0) the call for bids for 2008/09 District Sewer Main and Partial Lateral Rehabilitation Project.

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

ACTION:

Board approved (M/S Schriebman/Greenfield 5-0-0-0) to extend the meeting to 7:30 p.m.

AYES: Clark, Greenfield, Loder, Murray, and Schriebman
NOES: None
ABSTAIN: None
ABSENT: 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 November 13, 2008 – Murray requested that San Rafael be added to the action item at the bottom of page 3A.2.
- B. Board Minutes for November 18, 2008 - McGuire noted that the Agenda title for item 3B should be changed to November 18, 2008.
- C. Warrant Lists for November 25, December 2 and 11, 2008
- D. EOA Contract Proposal for 2009 Calendar Year
- E. Directors' Meeting Compensation – November 2008
- F. Application for Allocation of Capacity – 15 Leona Drive – McGuire reported.
- G. Application for Allocation of Capacity – 877 Patricia Way – McGuire reported.

ACTION:

Board approved (M/S Loder/Murray 5-0-0-0) Consent Calendar Items A through G with corrections as stated above.

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

COLLECTION SYSTEM/SAFETY MANAGER VEHICLE PURCHASE:

ACTION:

Board approved (M/S Greenfield/Loder 5-0-0-0) Collection System/Safety Manager vehicle purchase of a 2008 Fleet/Non-Retail Chevrolet Silverado 1500 2 WD Extended Cab.

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

2008 WASTEWATER TREATMENT PLANT IMPROVEMENT – CHANGE ORDER:

McGuire presented the staff report on the change order to the Pacific Infrastructure quote for the Administration Area and Conference Room remodel.

ACTION:

Board approved (M/S Loder/Greenfield 5-0-0-0) the change order to the Pacific Infrastructure quote for the Administration Area and Conference Room remodel.

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

GARBAGE AND REFUSE RATE ADJUSTMENT:

Susan McGuire presented a staff report regarding the Marin Sanitary Service 2009 Rate Application. There will be a Public Hearing on January 8, 2009 to consider adoption of Ordinance 141 reflecting the 7.6% increase to existing garbage and refuse rates effective January 1, 2009.

ACTION:

Board approved (M/S Loder/Greenfield 5-0-0-0) to set the Public Hearing on January 8, 2009 to consider adoption of Ordinance 141 reflecting the 7.6% increase to existing garbage and refuse rates effective January 1, 2009.

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

BOARD REPORTS:

- A. NBWA
- B. NBWA-Miller Creek Watershed Stewards
- C. NBWRA
- D. CASA – Lateral Committee

BOARD REQUESTS:

- A. Board Meeting Attendance Requests
- B. Board Agenda Item Requests
- C. Board CASA Conference Attendance

Due to time constraints, there were no Board Reports or Board Requests.

ADJOURNMENT:

ACTION:

Board approved (M/S Loder/Clark 5-0-0-0) the adjournment of the meeting at 7:31 p.m. to the next Board meeting scheduled for Thursday, January 8, 2009 at 4:30 PM at the District Office.

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

Carolyn A. Memmott, District Secretary

APPROVED:

L. H. Loder, Board President