

## MINUTES OF DECEMBER 13, 2007

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN REGULAR SESSION ON DECEMBER 13, 2007, AT 4:00 PM, AT THE DISTRICT OFFICE, 300 SMITH RANCH ROAD, SAN RAFAEL, CALIFORNIA.

**BOARD MEMBERS PRESENT:**

M.Clark (departed 5:55 PM), D. Colbert, R. Greenfield (departed 6:30 PM), C. Murray, L. Loder

**BOARD MEMBERS ABSENT:**

None

**STAFF PRESENT:**

M. Williams, District Manager; Patrick Richardson, District Counsel; Eva Moore, District Secretary

**OTHERS PRESENT:**

Board Member Elect Judy Schriebman; District consultants Ed Nute, Ray Goebel and AJ Major of Vavrinek, Trine, Day and Company

**ANNOUNCEMENT:**

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

**PUBLIC COMMENT:**

None

**DISTRICT ELECTION RESULTS – SWEARING IN OF BOARD MEMBERS:**

Board Members Murray and Schriebman were officially sworn in for their four year terms as Directors. Board Member Colbert thanked the Board and staff for their support during his term and congratulated Board Member Elect Judy Schriebman.

**RESOLUTION NO. 2007-1846 – A RESOLUTION TO EXPRESS THE LAS GALLINAS VALLEY SANITARY DISTRICT’S APPRECIATION FOR DOUGLAS A. COLBERT’S DEDICATED SERVICE FOR STEWARDSHIP OF THE WASTEWATER TREATMENT AND RECYCLING OPERATIONS**

President Greenfield presented Resolution No. 2007-1846 and a Marin County Resolution to outgoing Board Member Douglas Colbert and recognized him for his dedicated service to the District.

**ACTION:**

Board approved (M/S Loder / Schriebman 5-0-0) adoption of Resolution No. 2007-1846.

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

**ADJOURNMENT:**

**ACTION:**

Board approved (M/S Loder / Clark 5-0-0) the adjournment of the meeting at 4:20 PM to Closed Session.

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

Conference with Legal Counsel – Existing Litigation: Government Code Section 54956.9(a) Las Gallinas Valley Sanitary District v Grapeland Vistas

**RECONVENE REGULAR MEETING:**

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT RECONVENED THE REGULAR SESSION ON DECEMBER 13, 2007, AT 4:55 PM, AT THE DISTRICT OFFICE, 300 SMITH RANCH ROAD, SAN RAFAEL, CALIFORNIA.

**REPORT OF CLOSED SESSION:**

President Greenfield said no reportable action was taken in Closed Session by the Board.

**PUBLIC HEARING – RESOLUTION 2007-1847 – A RESOLUTION OF APPLICATION BY THE LAS GALLINAS VALLEY SANITARY DISTRICT REQUESTING THE LOCAL AGENCY FORMATION COMMISSION TO TAKE PROCEEDINGS PURSUANT TO THE LOCAL GOVERNMENT REORGANIZATION ACT OF 2000 AND DETERMINING AS LEAD AGENCY UNDER CEQA THAT THE PROJECT IS CATEGORICALLY EXEMPT UNDER SECTION 15320 OF THE STATE GUIDELINES:**

President Greenfield opened the public hearing.

District Counsel Patrick Richardson reported that LAFCO is in agreement with the annexation and the District would serve as the lead agency in the CEQA process. Board Member Murray confirmed that the caretaker has assigned away transfer rights for the property which will become uninhabitable.

**ACTION:**

Board approved (M/S Loder / Murray 5-0-0) Resolution 2007-1847, a Resolution Of Application By The Las Gallinas Valley Sanitary District Requesting the Local Agency Formation Commission To Take Proceedings Pursuant To The Local Government Reorganization Act Of 2000 And Determining As Lead Agency Under CEQA That The Project Is Categorically Exempt Under Section 15320 Of The State Guidelines.

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.

**ACTION:**

Board approved Consent Calendar (M/S Murray / Clark 5-0-0).

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

- A. Board Minutes for October 25, 2007
- B. San Francisco Californian Regional Quality Control Board Communication – Monthly Treatment Plant Reports

- C. Environmental Protection Agency Communication – Monthly Treatment Plant Report
- D. California Regional Quality Control Board Communication – Monthly Collection System Report
- E. Warrant List December 13, 2007
- F. Directors' Meeting Compensation - November 2007, as amended
- G. Marin Independent Journal - Various articles

**STAFF / CONSULTANT REPORTS:**

- A. District Manager reported the District Bank Fund Balances
- B. District Manager reported on the Administrative Manager Recruitment
- C. District Manager reported on the California Association of Sanitation Agencies (January 9-12, 2008)
- D. Consultant Ray Goebel reported on the Chronic Toxicity Test Results
- E. District Manager discussed holding the Strategic Planning Workshop on January 18, 2008
- F. District Manager confirmed January Board Meeting Dates were scheduled for January 3 and 24, 2008
- G. District Manager reported on the Solar System Warranty Bond Release
- H. District Manager gave the status of the Reclamation Solar System PG&E True-up
- I. District Manager presented copies of the District Newsletter in Board packets
- J. District Manager reported on the purchase of the District Manager's Remote Computer for Access to the SCADA and the District's server
- K. District Manager reported that Plant Supervisor Matt Pierce has been working on Biodiesel and 5% blending for trucks and the possibility to work with the County
- L. Susan McGuire reported on the Accounting Rules for Retiree Healthcare Benefits (GASB 45) and future investment to pay for retiree health benefits.

**ACTION:**

Board approved (M/S Murray / Loder 5-0-0) the scheduling of the Strategic Plan on January 18, 2008 and regular Board meetings on January 3 and 24, 2008.

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

**WATER REUSE OPTIONS STUDY – LONG RANGE VISIONING:**

Engineering Consultant Ed Nute said the options reviewed provide long range visioning which tie into the North Bay Water Reuse Plans, presented information on how winter and summer levels, monthly flows, discharge requirements, beneficial reuse, and options for future water reclamation plant upgrades. The Board discussed the need for additional options to rebuild the plant or take over recycling.

**2006-07 FINANCIAL AUDIT REPORT:**

District Consultant AJ Major of Vavrinek, Trine, Day and Company, presented the audit report and recommended the District: 1) Adhere to reporting requirements related to SB 1760; and 2) Adopt a written policy relating to fraud which reviews adjustment of journal entries.

**ACTION:**

Board approved (M/S Murray / Loder 4-0-0-1) the 2006-07 Financial Audit Report.

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

**EOA CONTRACT PROPOSAL FOR 2008 CALENDAR YEAR:**

District Consultant Ray Goebel discussed the NPDES permit services contract for the 2007 calendar year, monthly and annual deliverables and additional tasks.

**ACTION:**

Board approved (M/S Murray / Schriebman 4-0-0-1) EOA Contract Proposal for 2008 Calendar Year in the amount of \$123,400.

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

**TREATMENT PLANT INTERMEDIATE CLARIFIER AND PRIMARY CLARIFIER CAPACITY TESTING:**

District Manager Williams reported on recommended capacity testing of the Treatment Plant Intermediate and Primary Clarifiers and requested the Board authorize him to purchase a polymer feed system.

**ACTION:**

Board authorized (M/S Loder / Greenfield 4-0-0-1) the District Manager to purchase a polymer feed system in the amount of \$20,000.

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

**EXTEND MEETING:**

**ACTION:**

Board extended (M/S Schriebman / Murray 3-0-0-2) the meeting until 6:50 p.m.

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

**DISTRICT FOURTH QUARTER FINANCIAL STATEMENTS FOR THE PERIOD ENDING JUNE 30, 2007:**

District Manager Williams presented the Fourth Quarter Financial Statement.

**ACTION:**

Board approved (M/S Greenfield / Murray 3-0-0-2) the District Fourth Quarter Financial Statements for the Period ending June 30, 2007.

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

**BOARD REPORTS:**

- A. District Manager reported on NBWA
- B. District Manager reported on NBWA-Miller Creek Watershed Stewards
- C. District Manager reported on NBWRA

**ADJOURNMENT:**

**ACTION:**

Board approved (M/S Murray / Greenfield 3-0-0-2) the adjournment of the meeting at 6:50 PM to the next Regular Board meeting scheduled for Thursday, January 3, 2008 at 4:30 PM at the District Office.

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

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Mark R Williams, District Manager

APPROVED:

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Russ R Greenfield, Board President