



101 Lucas Valley Road, Suite 300
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MANAGEMENT TEAM
General Manager, Vacant
Plant Operations, Mel Liebmann
Collections/Safety/Maintenance, Greg Pease
Engineering, Michael P. Cortez
Administrative Services, Dale McDonald

DISTRICT BOARD
Megan Clark
Craig K. Murray
Judy Schriebman
Crystal J. Yezman

The Mission of the Las Gallinas Valley Sanitary District is to protect public health and the environment by providing effective wastewater collection, treatment, and recycling services.

BOARD MEETING AGENDA

DECEMBER 16, 2021

On March 12, 2020, Governor Newsom issued Executive Order N-25-20, which enhances State and Local Governments' ability to respond to COVID-19 Pandemic based on Guidance for Gatherings issued by the California Department of Public Health. The Executive Order specifically allows local legislative bodies to hold meetings via teleconference and to make meetings accessible electronically, in order to protect public health, which was due to end on September 30, 2021 (Exec. Ord. N-08-21). However, the Legislature passed AB 361 which provides local agencies with the ability to meet remotely during proclaimed state emergencies under modified Brown Act requirements, similar in many ways to the rules and procedures established by the Governor's previous Executive Orders. - In light of this – the December 16, meeting of the LGVSD Board will be held via Zoom electronic meeting. There will be NO physical location of the meeting. Due to the current circumstances, there may be limited opportunity to provide verbal comments during the meeting. Persons who wish to address the Board for public comment or on an item on the agenda are encouraged, but not required, to submit comments in writing to the Board Secretary (tlerch@lgsd.org) by 5:00 pm on Wednesday, December 15, 2021. In addition, Persons wishing to address the Board verbally must contact the Board Secretary, by email (tlerch@lgsd.org) and provide their Name; Address; Tel. No.; and the Item they wish to address by the same date and time deadline for submission of written comments, as indicated above. Please keep in mind that any public comments must be limited to 3 minutes due to time constraints. Any written comments will be distributed to the LGVSD Board before the meeting.*

**Prior to the meeting, participants should download the Zoom app at:
<https://zoom.us/download>.*

REMOTE CONFERENCING ONLY

Join Zoom Meeting online at:

<https://us02web.zoom.us/j/87850750530>

OR

By teleconference at: +16699009128 Meeting ID: 878 5075 0530

**MATERIALS RELATED TO ITEMS ON THIS AGENDA ARE AVAILABLE FOR
PUBLIC INSPECTION ON THE DISTRICT WEBSITE WWW.LGVSD.ORG
NOTE: Final board action may be taken on any matter appearing on agenda**

Estimated
Time

OPEN SESSION:

4:00 PM

1. PUBLIC COMMENT

This portion of the meeting is reserved for persons desiring to address the Board on matters not on the agenda and within the jurisdiction of the Las Gallinas Valley Sanitary District. Presentations are generally limited to three minutes. All matters requiring a response will be referred to staff for reply in writing and/or placed on a future meeting agenda. Please contact the General Manager before the meeting.

CLOSED SESSION:

4:05 PM

- 2. PUBLIC EMPLOYMENT - INTERIM GENERAL MANAGER:** pursuant to subdivision (b)(1) of Government Code Section 54957.
- 3. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION –** Significant exposure to litigation pursuant to paragraph (2) of Government Code § 54956.9: One potential case.

OPEN SESSION:

5:00 PM

1. PUBLIC COMMENT

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5:05 PM

2. 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 November 18, 2021
- B. Approve the Warrant List for December 16, 2021
- C. Approve Board Compensation for November, 2021
- D. Approve Resolution 2021- 2233 – Remote Meetings
- E. Approve Managers' and Unrepresented Employee Contracts and Resolution 2021-2234 Adopting a Pay Scale

Possible expenditure of funds: Yes, Items B, C, and E.

Staff recommendation: Adopt Consent Calendar – Items A through E.

- 5:15 PM** **3. INFORMATION ITEMS:**
STAFF/CONSULTANT REPORTS:
1. Acting General Manager's Report - Verbal
 2. Department Reports – Administration and Engineering - Written
- 6:00 PM** **4. PUBLIC HEARING FOR ORDINANCE NO. 188 AMENDING TITLE 4, CHAPTER 1 – REGULATING SOLID WASTE, RECYCLABLE AND ORGANIC MATERIALS, AND THE COLLECTION, REMOVAL AND DISPOSAL THEREOF INCLUDING THE GARBAGE AND REFUSE RATE ADJUSTMENT FOR 2022**
Board to consider the adoption of Ordinance No. 188 - An Ordinance amending Title 4, Chapter 1 of the District Ordinance Code and increasing the garbage and refuse rate by 0.64 %. Representatives of Marin Sanitary Service and R3 Consulting Group will be in attendance to discuss the 2022 Rate Application Report.
- 6:15 PM** **5. RECEIVE AUDIT OF FINANCIAL STATEMENTS FOR THE YEAR ENDED IN JUNE 2021**
John Cropper of Cropper Accountancy Corporation will present the results of the Audit of the Financial Statements for the year ended June 30, 2021.
- 6:45 PM** **6. BROWN AND CALDWELL CONTRACT EXTENSION**
Board to review the Brown and Caldwell contract extension.
- 6:55 PM** **7. APPROVE RESOLUTION 2021-2235 RECOGNIZING EMPLOYEES**
Board to review Resolution 2021-2235 recognizing District employees for their dedication during the COVID-19 Pandemic.
- 7:00 PM** **8. CREATE BIOSOLIDS AD HOC COMMITTEE**
Board to consider creating a Biosolids Ad Hoc Committee.
- 7:15 PM** **9. PUBLIC COMMENT**
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- 7:20 PM** **10. BOARD MEMBER REPORTS:**
1. CLARK
 - a. NBWA Board Committee, NBWA Conference Committee, 2021 Employee Climate Survey Ad Hoc Committee, 2021 Operations Control Center Ad Hoc Committee, Other Reports
 2. MURRAY
 - a. Marin LAFCO, CASA Energy Committee, 2021 GM Recruitment Ad Hoc Committee, 2021 Legal Services Ad Hoc Committee, 2021 Employee Climate Survey Ad Hoc Committee, Marin Special Districts Association, Other Reports

3. SCHRIEBMAN

- a. Gallinas Watershed Council/Miller Creek Watershed Council, JPA Local Task Force NBWA Tech Advisory Committee, Other Reports

4. YEZMAN

- a. Flood Zone 7, CSRMA, Ad Hoc Engineering Committee re: STPURWE Engineering Subcommittee, 2021 Legal Services Ad Hoc Committee, 2021 GM Recruitment Ad Hoc Committee, Other Reports

7:30 PM

11. BOARD REQUESTS:

- A. Board Meeting Attendance Requests – Verbal
- B. Board Agenda Item Requests – Verbal
- C. Pending Board Agenda Item Requests
 - i. ACTION – Measure A Discussion
 - ii. ACTION – Parliamentary Procedures
 - iii. ACTION – Recycled Water Signage
 - iv. ACTION – FutureSense Report Recommendations

7:35 PM

12. VARIOUS INDUSTRY RELATED ARTICLES

7:40 PM

13. ADJOURNMENT

FUTURE BOARD MEETING DATES: JANUARY 4, JANUARY 6, AND JANUARY 20, 2022

AGENDA APPROVED:	Crystal J. Yezman, Board President	Patrick Richardson, Legal Counsel
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CERTIFICATION: I, Teresa Lerch, District Secretary of the Las Gallinas Valley Sanitary District, hereby declare under penalty of perjury that on or before December 13, 2021 4:00 p.m., I posted the Agenda for the Board Meeting of said Board to be held December 16, 2021 at the District Office, located at 101 Lucas Valley Road, Suite 300, San Rafael, CA.

DATED: December 9, 2021


 Teresa L. Lerch
 District Secretary

The Board of the Las Gallinas Valley Sanitary District meets regularly on the first and third Thursday of each month. The District may also schedule additional special meetings for the purpose of completing unfinished business and/or study session. Regular meetings are held at the District Office, 101 Lucas Valley Road, Suite 300, San Rafael, CA.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District at (415) 472-1734 at least 24 hours prior to the meeting. Notification prior to the meeting will enable the District to make reasonable accommodation to help ensure accessibility to this meeting.