

## MEETING MINUTES OF JANUARY 7, 2021

THE BOARD OF DIRECTORS OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION ON JANUARY 7, 2021 AT 3:33 PM, AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300, SAN RAFAEL, CALIFORNIA. THE PRESIDENT OPENED THE MEETING EXTENDING PRAYERS AND GOOD WISHES TO JUDY SCHRIEBMAN, CRYSTAL YEZMAN AND MIKE CORTEZ.

**BOARD MEMBERS PRESENT:** M. Clark, R. Elias, C. Murray, J. Schriebman and C. Yezman

**BOARD MEMBERS ABSENT:** None.

**STAFF PRESENT:** Mike Prinz, General Manager; Teresa Lerch, District Secretary; Dale McDonald, Administrative Services Manager

**OTHERS PRESENT:** Pat Richardson, District Counsel; Bobbie Bennett, Regional Government Services (arrived at 4:15 pm) Garth Shultz from R3 Consulting Group, Inc; Joe Garbarino, Patty Garbarino, Justin Wilcock, Jason Raleigh, from Marin Sanitary Service;

**ANNOUNCEMENT:** President Elias announced that the agenda had been posted as evidenced by the certification on file in accordance with the law

**PUBLIC COMMENT:** None

### 2. BOARD ELECTIONS – PRESIDENT, VICE PRESIDENT, TREASURER , DISTRICT ENGINEER AND SECRETARY

Board discussed electing a President, Vice President, Treasurer and Secretary. Although it was Schriebman's turn to be President, Schriebman requested that she prefers to be a director this year instead of President and requested that Yezman become President and Clark become Vice President (next in rotation). Next year, Schriebman would be President and Yezman would be Vice President. The District Engineer, Treasurer and Secretary will be delegated, not elected.

#### **ACTION:**

Board nominated and approved (M/S Schriebman/Clark 5-0-0-0) Crystal Yezman to serve as President for 2021, Megan Clark to serve as Vice-President, Dale McDonald to serve at District Treasurer, and Teri Lerch to serve as District Secretary.

AYES: Clark, Elias, Murray, Schriebman and Yezman.

NOES: None.

ABSENT: None.

ABSTAIN: None.

Elias turned the meeting over to President Yezman.

### 3. REVIEW OF THE GARBAGE AND REFUSE RATE ADJUSTMENT FOR 2021 AND SET PUBLIC HEARING FOR ORDINANCE 185

Garth Schultz RE Consulting Group did a presentation for the Board and staff. Discussion ensued.

#### **ACTION:**

Board approved (M/S Schriebman/Murray 5-0-0-0) setting a Public Hearing for the Refuse Rate Adjustment for 2021 on January 21, 2021 at 3:30 pm.

AYES: Clark, Elias, Murray, Schriebman and Yezman.  
NOES: None.  
ABSENT: None.  
ABSTAIN: None.

District Counsel stated per Board policy B-110-40 that the Board needed to designate a District Engineer. Discussion ensued.

**ACTION:**

Board approved (M/S Schriebman/Elias 5-0-0-0) designating Mike Cortez as the District Engineer.

AYES: Clark, Elias, Murray and Schriebman and Yezman  
NOES: None.  
ABSENT: None.  
ABSTAIN: None

**4. 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 December 17, 2020
- B. Approve the Warrant List for January 7, 2020
- C. Approve Murray to attend the CASA Winter Virtual Conference January 27-28, 2021
- D. Approve the Winter 2021 Newsletter

Modifications to the graphics in Item D were discussed. McDonald will coordinate change.

**ACTION:**

Board approved (M/S Murray/Elias 5-0-0-0) the Consent Calendar items A through D with modifications to item D.

AYES: Clark, Elias, Murray and Schriebman and Yezman  
NOES: None.  
ABSENT: None.  
ABSTAIN: None

**5. INFORMATION ITEMS:**

STAFF / CONSULTANT REPORTS:

- 1. General Manager Report – Verbal – Prinz reported.

**6. SECOND AMENDMENT TO GENERAL MANAGER'S EMPLOYMENT AGREEMENT**

The Board and the General Manager discussed the General Manager's compensation and the draft Second Amendment to Employment Agreement.

**ACTION:**

Board approved (M/S Schriebman/Elias 5-0-0-0) the General Manager's salary be increased by 8% to a monthly rate of \$21,694.00 retroactive to November 26, 2020 and instructed staff to bring back the Second Amendment to the Employment Agreement to the next meeting for approval.

AYES: Clark, Elias, Murray, Schriebman and Yezman.  
NOES: None.  
ABSENT: None.  
ABSTAIN: None.

**7. BOARD PRESIDENT APPOINTMENTS FOR 2021**

Discussion ensued.

**ACTION:**

Board approved (M/S Yezman/Schriebman 5-0-0-0) the committee assignments updated below:

- AYES: Clark, Elias, Murray, Schriebman and Yezman.
- NOES: None.
- ABSENT: None.
- ABSTAIN: None.

<b>Committee</b>	<b>Regular Member</b>	<b>Alternate Member</b>
NBWA Board Committee	Clark	Schriebman
NBWA Tech Advisory Committee	Schriebman	Elias
NBWA Conference Committee	Clark	None
NBWRA	Elias	None
JPA Local Task Force**	Schriebman	None
Gallinas Watershed Council	Schriebman	None
Marin LAFCO**	Murray	None
CASA Energy Committee	Murray	None
CSRMA	Yezman	None
Flood Zone 7	Yezman	None
Secondary Treatment Plant Upgrade Engineering Ad Hoc Subcommittee	Yezman/Elias	None
2021 GM Evaluation Ad Hoc Subcommittee	Murray/Elias	None

\*\*Appointments made by JPA Local Task Force and Marin LAFCO not LGVSD.

**8. PUBLIC COMMENT:** None

**9. BOARD MEMBER REPORTS:**

1. CLARK

- a. NBWA Board Committee –no report
- b. Other Reports– verbal report – no report

2. ELIAS

- a. NBWRA– no report
- b. Ad Hoc Engineering Committee—no report
- c. Other Reports– no report

3. MURRAY

- a. Marin LAFCO – verbal report
- b. CASA Energy Committee– no report
- c. 2020 GM Evaluation Ad Hoc Committee- completed 2020 Evaluation
- d. Other Reports– RCAC Asset Management
- e. Marin County Special Districts Association – next meeting is January 21

4. SCHRIEBMAN

- a. Gallinas Watershed Council/Miller Creek Watershed Council– verbal report
- b. JPA Local Task Force– no report
- c. NBWA Tech Advisory Committee– no report
- d. Other Reports- no report

5. YEZMAN

- a. Flood Zone 7– no report

- b. CSRMA– next meeting is January 28
- c. Ad Hoc Engineering Committee– no report
- d. 2020 GM Evaluation Ad Hoc Committee- completed 2020 Evaluation
- e. Other Reports–no report

**10. BOARD REQUESTS:**

- A. Board Meeting Attendance Requests – none.
- B. Board Agenda Item Requests- Agenda item “Various Articles” will be discussed in the Board Norms meeting on January 29.

**11. MISCELLANEOUS DISTRICT CORRESPONDENCE:**

Discussion ensued.

**12. ADJOURNMENT:**

**ACTION:**

Board approved (M/S Clark/Murray 5-0-0-0) the adjournment of the meeting at 6:15 p.m.

AYES: Clark, Elias, Murray, Schriebman and Yezman.

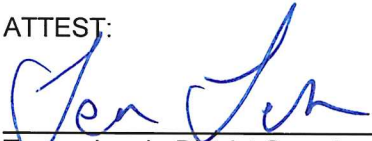
NOES: None.

ABSENT: None.

ABSTAIN: None.

The next Board Meeting is scheduled for January 14, 2021 3 PM at the District Office.

ATTEST:



Teresa Lerch, District Secretary

APPROVED:



Megan Clark, Board Vice-President

SEAL

