

## MEETING MINUTES OF FEBRUARY 15, 2024

THE BOARD OF DIRECTORS AND STAFF OF THE LAS GALLINAS VALLEY SANITARY DISTRICT MET IN OPEN SESSION AT 4:00 PM AT THE DISTRICT OFFICE, 101 LUCAS VALLEY ROAD, SUITE 300 CONFERENCE ROOM, SAN RAFAEL, CA. 94903

**BOARD MEMBERS PRESENT:** Megan Clark, Ron Ford, Craig Murray, Gary Robards and Crystal Yezman (arrived at 4:05 pm)

**BOARD MEMBERS ABSENT:** None.

**STAFF PRESENT:** Curtis Paxton, General Manager; Teresa Lerch, Board Secretary; Dale McDonald, District Treasurer; Mel Liebmann, Plant Manager (by zoom), Mike Cortez, District Engineer (by zoom).

**OTHERS PRESENT:** Patrick Richardson, District Counsel; Jim Finklestein, FutureSense and Michelle Lazear, FutureSense (by zoom).

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

**1. PUBLIC COMMENT:** None.

**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 January 4, 2024
- B. Approve the Warrant List for February 15, 2024
- C. Approve Board Compensation for January 2024
- D. Approve Resolution 2024-2322 Declaring that Certain Property is Surplus Property and May Be Disposed Of

**ACTION:**

Board approved (M/S Ford/Clark (4-0-1-0) the Consent Calendar items A through D.

AYES: Clark, Ford, Murray and Robards.

NOES: None.

ABSENT: Yezman.

ABSTAIN: None.

**3. INFORMATION ITEMS:**

**STAFF / CONSULTANT REPORTS:**

1. FutureSense Employee Cultural Assessment Report – Jim Finklestein and Michelle Lazear from FutureSense reviewed the LGVSD Employee Cultural Assessment Report with the Board. Discussion ensued.
2. General Manager's Report – Paxton reported.
3. Administrative Department Report – McDonald reported.
4. Engineering Department Report – Cortez reported.

- 5. Quarterly Financial Report – McDonald reported.
- 6. LGVSD Website update – Lerch reported.

**4. GENERAL MANAGER CONTRACT AMENDMENT**

The Board discussed the General Manager’s Contract Amendment.

**ACTION:**

Board approved (M/S Robards/Ford (5-0-0-0) an Amendment to the General Manager’s Contract providing for a merit pay increase of 5% to the base salary, effective the pay period containing August 8, 2023.

- AYES: Clark, Ford, Murray, Robards and Yezman
- NOES: None.
- ABSENT: None.
- ABSTAIN: None.

**5. BOARD REPORTS**

1. CLARK

- a. NBWA Board Committee – verbal report
- b. 2024 Operation Control Centers Ad Hoc Committee – no report
- c. 2024 GM Salary Negotiation Ad Hoc Committee – no report
- d. 2024 Fleet Management Ad Hoc Committee – no report
- e. 2023 FutureSense Ad Hoc Committee – no report
- f. CASA Workforce Committee – no report
- g. Other Reports – none

Board President Murray dissolved the 2023 GM Salary Negotiation Ad Hoc Committee.

2. FORD

- a. NBWRA – no report
- b. Flood Zone 6 – no report
- c. 2024 Operations Control Center Ad Hoc Committee – no report
- d. 2024 McInnis Marsh Ad Hoc Committee – no report
- e. 2024 Fleet Management Ad Hoc Committee – no report
- f. 2024 Bay Trail Ad Hoc Committee – verbal report
- g. CASA TRIG Committee – no report
- h. Other Reports – none

3. MURRAY

- a. Marin LAFCO – verbal report
- b. Flood Zone 6 – no report
- c. CASA Energy Committee – no report
- d. 2024 Biosolids Ad Hoc Committee – no report
- e. 2024 Development Ad Hoc Committee – no report
- f. 2024 SF Bay Trail Ad Hoc Committee – no report
- g. Other Reports–written reports in packet

4. ROBARDS

- a. Gallinas Watershed Council/Miller Creek – verbal report
- b. 2024 STPURWE Engineering Ad Hoc Committee – no report
- c. 2024 McInnis Marsh Ad Hoc Committee – no report
- d. 2024 Development Ad Hoc Committee – no report
- e. 2024 FutureSense Ad Hoc Committee – no report
- f. Other Reports – SVNA meeting update – verbal report

5. YEZMAN

- a. Flood Zone 7– no report
- b. CSRMA – no report
- c. Marin Special District Association – no report
- d. 2024 STPURWE Engineering Ad Hoc Committee – no report
- e. 2024 Biosolids Ad Hoc Committee – no report
- f. Other Reports– none

6. **BOARD REQUESTS:**

- A. Board Meeting Attendance Requests – none.
- B. Board Agenda Item Requests – none.

7. **MISCELLANEOUS DISTRICT CORRESPONDENCE**

Discussion ensued.

8. **ADJOURNMENT:**

**ACTION:**

The board approved (M/S Ford/Robards 5-0-0-0) the adjournment of the meeting at 6:07 p.m.

AYES: Clark, Ford, Murray, Robards and Yezman.

NOES: None.

ABSENT: None.

ABSTAIN: None.

The next Board Meeting is scheduled for March 7, 2024 at 4:00 pm at the District office.

ATTEST:



Teresa Lerch, Board Secretary

APPROVED:



Ron Ford, Vice-President

