

Richard Snyder, President
Catharine Benediktsson, Vice President
John Carapiet, Secretary

Michael Lasky, Director
Tod Moody, Director

**Minutes of a Regular Board Meeting
at Sanitary District No. 5 of Marin County Meeting Room
2001 Paradise Drive, Tiburon, CA 94920
Thursday, October 20, 2016**

5:00 P.M. REGULAR BOARD MEETING

CALL TO ORDER by Vice President Benediktsson at 5:04 P.M.

ROLL CALL

Directors present: Richard Snyder, President (5:15 p.m.)
Catharine Benediktsson, Vice President
John Carapiet, Secretary
Michael Lasky, Director
Tod Moody, Director

Staff present: Tony Rubio, District Manager
Robin Dohrmann, Admin / Finance Specialist

Consultants present: Benjamin Stock, District Counsel

Others present: Steve Sears, Sam's Anchor Cafe
Brian Wilson, Sam's Anchor Cafe

V.P. Benediktsson moved to the Consent Calendar, as described on the agenda, to this time.

CONSENT CALENDAR:

1. Approval of September 15th, 2016, Regular Board Meeting Minutes (Dohrmann)
2. Approval of all Electronic Fund Transfers (EFT) and Warrants for September 14th through, October 13th, 2016; JP Morgan Chase Bank Check No. 5325 through Check No. 5375, all transactions totaling in the amount of \$199,089.15, and; September 2016 Payroll in the amount of \$85,203.86 (Dohrmann)
3. Receipt of Financial Reports for September, 2016 (Dohrmann)
4. Approval of New Office Manager Job Description and Updating the Title at Corresponding Publicly Available Sanitary District No. 5 of Marin County Organization Chart and Pay Scale (Rubio)

Discussion by the Board. Secretary Carapiet had a question on Item #4 and requested it be removed from the Consent Calendar and agendized for further discussion. Motion (Lasky/Carapiet) to accept and approve Items No. 1 through No. 3 of the Consent calendar. Passed (4-0-0-1).

MANAGEMENT REPORTS:

5. District Management Summary Report (Rubio)

District Manager, Tony Rubio, presented a written and verbal report on current District issues, responding to questions from the Board. Discussion by the Board.

President Snyder moved to the Public Comments, as described on the agenda, to this time.

PUBLIC COMMENTS: The public is invited to address the Board on items that do not appear on the agenda and that are within the subject matter jurisdiction of the Board. The Brown Act does not allow the Board to take action on any public comment. Please limit public comments to no more than three minutes.

Steve Sears, of Sam's Anchor Café in Tiburon, appealed to the Board of Directors to consider reducing the commercial rates for annual sewer service charges. He referred to the increases he had seen over the last 6 years (mentioning Ordinance 2010-03): his sewer fees had doubled in amount – but not usage - and asked SD5 to research the top-paying local commercial (eateries, specifically) rates and usage compared with residential rates and usage.

DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS:

- President Snyder requested an agenda item to discuss the possibility of reducing commercial sewer rates
- Secretary Carapiet requested an Agenda item to discuss paying off the unfunded liability accrued from CalPERS losses in FY2014-2015 (\$245,420)

President Snyder moved to Agenda Item No. 6, as described on the agenda, to this time.

NEW BUSINESS:

6. Discussion re New SD5 Reserve Policy Draft (Moody)

Discussion by the Board. Item No. 6 to be further discussed at the November Regular Board Meeting. President Snyder requested B. Stock research the legal obligations of having a minimum or large reserve and report back to the Board at the November Regular Board Meeting

7. Review and Approval of Resolution No. 2016-09: A Resolution Adopting a New Records Retention Policy for Sanitary District No. 5 of Marin County – Action (Rubio)

Discussion by the Board. Motion (Carapiet/Lasky) to approve and adopt Resolution No. 2016-09: A Resolution Adopting a New Records Retention Policy for Sanitary District No. 5 of Marin County

8. Review and Approval of Resolution No. 2016-10: A Resolution Adopting an Amended Conflict of Interest Code for Sanitary District No. 5 of Marin County – Action (Rubio)

Discussion by the Board. Motion (Carapiet/Benediktsson) to approve and adopt Resolution No. 2016-10: A Resolution Adopting an Amended Conflict of Interest Code for Sanitary District No. 5 of Marin County

9. Discussion of Options for Future On-Site Record Storage at SD5 Main Plant (Rubio)

Pres. Snyder suggested this as an Agenda Item for discussion at the November Capital Improvements Project Committee Meeting.

10. Consideration of New Ad Hoc Committee for M.O.U. Negotiations (Snyder)

Pres. Snyder appointed V.P. Benediktsson (Personnel Committee), and Secretary Carapiet (Finance Committee), head the Ad Hoc M.O.U. Negotiations Committee, with Director Tod Moody as the Alternate.

UNFINISHED BUSINESS: None.

COMMITTEE REPORTS:

11. Capital Improvement Program Committee (Carapiet/Moody) - Action Item Log and verbal

12. Governance Committee (Benediktsson/Snyder)

13. Finance & Fiscal Oversight Committee (Moody/Carapiet) - Action Item Log and verbal

14. Personnel Committee (Benediktsson/Lasky)

15. Tiburon Pump Station #4 Ad Hoc Committee (Carapiet/Benediktsson)

OTHER BUSINESS: None.

ENVIRONMENTAL: None.

CORRESPONDENCE: None.

INFORMATIONAL ITEMS:

16. CalPERS (Classic Member) Miscellaneous Plan of the Sanitary District No. 5 of Marin County Annual Valuation Report, as of June 30, 2015

17. CalPERS PEPR A Miscellaneous Plan of the Sanitary District No. 5 of Marin County Annual Valuation Report, as of June 30, 2015

CONVENE TO CLOSED SESSION:

CALL TO ORDER by President Snyder at 6:08 P.M.

ROLL CALL Directors present: Richard Snyder, President
 Catharine Benediktsson, Vice President
 John Carapiet, Secretary
 Michael Lasky, Director
 Tod Moody, Director

 Staff present: Tony Rubio, District Manager

 Consultants present: Benjamin Stock, District Counsel

- 1) Conference with Labor Negotiators – Government Code §54957.6
 - i.) Agency Designated Representative: Tony Rubio, General Manager, Benjamin Stock, General Counsel
Employee Organization: Employees of Sanitary District No.5 of Marin County

Direction given, no action taken.

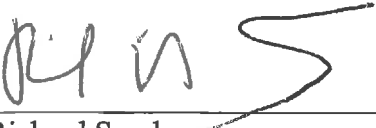
REPORT OUT OF CLOSED SESSION: 6:19 P.M.

ADJOURNMENT

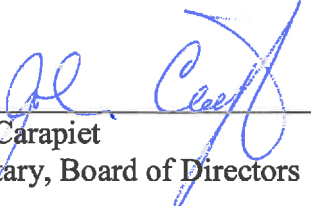
The Board adjourned at 6:20 p.m. to a Regular Board Meeting on November 17th, 2016, at 5:00 p.m. at the Main Plant of Sanitary District No. 5 of Marin County, located at 2001 Paradise Drive, Tiburon, California.

Approved:

Attest:



Richard Snyder
President, Board of Directors



John Carapiet
Secretary, Board of Directors