

Richard Snyder, President
John Carapiet, Vice President
Omar Arias-Montez, Secretary

Tod Moody, Director
Catharine Benediktsson, Director

**Regular Board Meeting Minutes
at Sanitary District No. 5 of Marin County
Thursday, October 21, 2021**

5:00 P.M. REGULAR BOARD MEETING

COVID-19 ADVISORY NOTICE

Consistent with Assembly Bill 361 revising Government Code section 54953, and Resolution No. 2021-07 of this Board enacted in accordance therewith, the Meeting will not be physically open to the public and all Board Members and Staff will be teleconferencing into the meeting.

How to Submit Public Comments:

Comments submitted prior to the commencement of the meeting will be presented to the Board and included in the public record for the meeting.

Public Comments are to be submitted via email to rdohrmann@sani5.org.

In addition, members of the public who are calling in, will have the opportunity to provide public comments by following the steps below:

How to Participate in the Meeting:

Join Zoom Meeting by clicking on the following link:

<https://us02web.zoom.us/j/6230620778>

Meeting ID: 623 062 0778

or join by phone:

Call in number: (669) 900-9128 Participant Code: 623 062 0778

CALL TO ORDER by President Richard Snyder at 5:00 P.M.

ROLL CALL

Directors present: Richard Snyder, President
John Carapiet, Vice President
Catharine Benediktsson, Director
Tod Moody, Director

Directors not present: Omar Arias-Montez, Secretary

Staff present: Tony Rubio, District Manager
Robin Dohrmann, Office Manager

Others in attendance: Benjamin Stock, Burke, Williams, & Sorensen, LLC
Ron Broere, GovInvest
Dan Matusiewicz, GovInvest

PUBLIC COMMENTS: The public is invited to address the Board on items that do not appear on the agenda and 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.

There were no public comments at this time.

DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS:

- Vice President Carapiet requested a list of Belvedere Land Company's re-allotted properties (in 2014) to confirm sewer lateral repairs and replacements where needed
- President Snyder requested the disbursement of the annual District Manager (DM) Assessment form, in addition to a Closed Session at the November Regular Board Meeting, dedicated to review and discuss said DM's evaluation

CONSENT CALENDAR:

1. Review and approve Resolution No. 2021-08: A Resolution proclaiming the continuing need to meet by teleconference in accordance with Government Code Section 54953 (Rubio)
2. Approval of September 16, 2021 Regular Board Meeting Minutes and October 5, 2021 Special Board Meeting Minutes (Dohrmann)
3. Review and receive all electronic fund transfers (EFTs) and approve warrants from September 9th through October 13th, 2021 (JP Morgan Chase Bank, check no. 8479 through check no. 8528, all transactions totaling \$870,687.01) and receive September 2021 payroll, in the sum of \$119,301.61 (Dohrmann)
4. Receipt of Financial Reports for September 2021 (Dohrmann)

Discussion by the Board. Motion (Benediktsson/Carapiet) to approve Items No. 1 through No. 4 on 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.

NEW BUSINESS:

6. Review and discuss SD5's current pension and OPEB funding, presented by GovInvest (Rubio) – **discussion only**
7. Verbal discussion regarding potential mandatory Covid-19 Vaccine Policy for all District Staff and Board Members (Rubio) – **discussion only**
8. Review and approve Resolution 2021-06: A Resolution Establishing a One-time Employee Early Exit Plan for FY21-22 (Rubio) – Possible action

Discussion by the Board. Motion (Moody/Benediktsson) to approve Resolution 2021-06: A Resolution Establishing a One-time Employee Early Exit Plan for FY21-22. Passed (3-1-0-1).

9. Review and discuss the continuance or dissolution of SD5's Tiburon-Belvedere Wastewater Financing Authority (JPA) based on completion of Bond promissory obligation from the 2012 MPR Project (Rubio) – Action

Discussion by the Board. No action taken.

10. Review & accept staffing evaluation proposal from HDR and direct the District Manager to engage HDR in a professional services agreement for the SD5 staffing evaluation (Rubio) – Action

Discussion by the Board. Motion (Moody/Carapiet) to review and accept the staffing evaluation proposal from HDR and direct the District Manager to engage HDR in a professional services agreement for the SD5 staffing evaluation. Passed (4-0-0-1).

UNFINISHED BUSINESS: None

COMMITTEE REPORTS:

11. Capital Improvement Program Committee (Moody/Arias-Montez) – verbal report + Action Item Log
12. Finance & Fiscal Oversight Committee (Benediktsson/Arias-Montez) – verbal report + see Item #6
13. Governance Committee (Moody/Carapiet) – N/A
14. Personnel Committee (Benediktsson/Snyder) – See Item #8
15. Renewable Energy Strategies Ad Hoc Committee (Carapiet/Moody) – N/A

OTHER BUSINESS: None

ENVIRONMENTAL: None

CORRESPONDENCE: None

INFORMATIONAL ITEMS: None

ADJOURNMENT


The Board adjourned at 6:09 p.m. to a Regular Board Meeting on November 18, 2021, at 5:00 p.m.

Approved:

Attest:



Richard Snyder
President, Board of Directors



John Carapiet
Vice President, Board of Directors