

**Minutes of a Regular Board Meeting
Sanitary District No. 5 of Marin County
Thursday, August 20, 2020**

5:00 P.M. REGULAR BOARD MEETING

CORONAVIRUS (COVID-19) ADVISORY NOTICE

On March 16, 2020, the Marin County Public Health Officer issued a legal order directing residents to shelter at home for three weeks beginning March 17, and that order was superseded on March 31, 2020, by an updated order that further directed residents to shelter at home until May 3, 2020, superseded by another updated order that directs residents to shelter at home until May 31, 2020.

The newly issued order continues to limit activity, travel and business functions to only the most essential needs. Additional information is available at <https://coronavirus.marinhhs.org>

Consistent with Executive Orders No. N-25-20 and No. N-29-20 from the Executive Department of the State of California, 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 Vice President Tod Moody at 5:00 P.M.

ROLL CALL

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

Directors absent: Michael Lasky, Director

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

Others present: Benjamin Stock, Burke, Williams, & Sorensen, LLC

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.

There were no public comments at this time.

DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS:

- Director Carapiet suggested presenting a placard of appreciation to commemorate long-time employee, J. Rosser's dedication to SD5
- Vice President Snyder requested the Personnel Committee review the current Employee Manual (SD5 Personnel Policies)
- Secretary Moody requested information re Cove Road Force Main Replacement Project, specifically:
 - Allocation of work re Tiburon : Belvedere
 - Standard compaction rejected by the City of Belvedere

Vice President Moody moved to Open Session's Consent Calendar, for consideration, as described on the agenda to this time.

ADJOURNMENT TO OPEN SESSION:

CONSENT CALENDAR (5:06 p.m.):

3. Approval of July 16, 2020 Regular Board Meeting Minutes (Dohrmann)
4. Review and Receive all Electronic Fund Transfers (EFT) and Approve Warrants for July 13, through August 11, 2020; JP Morgan Chase Bank Check No. 7667 through Check No. 7734, all transactions totaling in the amount of \$346,124.28; and Receive July 2020 Payroll, in the amount of \$119,882.65 (Dohrmann)
5. Receipt of Financial Reports for July 2020 (Dohrmann)
6. County of Marin's Board of Supervisors' 2020 Biennial Notice – Conflict of Interest Form: No Changes to SD5 Conflict of Interest Code (Rubio)

Discussion by the Board. Motion (Snyder/Benediktsson) to approve Items No. 3 through No. 6 on the Consent Calendar. Passed (4-0-0-1).

MANAGEMENT REPORTS:

7. 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:

8. Review & approve extended warranty option for Freightliner vector truck chassis (Rubio) – Action

Discussion by the Board. Motion (Snyder/Benediktsson) to approve Item No. 8 approving the extended warranty option for the Freightliner vector truck chassis. Passed (4-0-0-1).

Vice President Moody moved to Closed Session, for consideration, as described on the agenda to this time.

ADJOURNMENT TO CLOSED SESSION (5:24 p.m.):

CLOSED SESSION:

1. Conference with Legal Counsel– Anticipated Litigation
 - i. Initiation of litigation pursuant to Government Code section 54956.9(d)(4): (75 potential cases)

REPORT OUT OF CLOSED SESSION (5:32 p.m.)

Direction given, no action taken.

UNFINISHED BUSINESS: None

OTHER BUSINESS: None

ENVIRONMENTAL: None

CORRESPONDENCE: None


COMMITTEE REPORTS:

9. Capital Improvement Program Committee (Carapiet/Moody) – Verbal report + action item log
10. Finance & Fiscal Oversight Committee (Carapiet/Snyder) – None
11. Governance Committee (Snyder/Moody) – None
12. Personnel Committee (Moody/Lasky) – None

ADJOURNMENT

The Board adjourned at 5:33 p.m. to a Regular Board Meeting on September 17th, 2020, at 5:00 p.m..

Approved:



Catharine Benediktsson
President, Board of Directors

Attest:



Richard Snyder
Secretary, Board of Directors