# Minutes of a Regular Board Meeting at Sanitary District No. 5 of Marin County Meeting Room 2001 Paradise Drive, Tiburon, CA 94920 Thursday, January 16, 2020

### 5:00 P.M. REGULAR BOARD MEETING

**CALL TO ORDER** by President Tod Moody at 5:05 P.M.

ROLL CALL

Directors present:

Tod Moody, President

John Carapiet, Vice President

Michael Lasky, Secretary (5:43 p.m.)

Catharine Benediktsson, Director (5:11 p.m.)

Richard Snyder, Director

Staff present:

Tony Rubio, District Manager

Robin Dohrmann, Office Manager

**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:**

- President Moody requested CIP Committee look into a portable tank for diesel or other form of diesel storage
- President Moody requested CIP Committee follow up with solar panel options again

President Moody moved to Item No. 3 on the Consent Calendar for consideration, as described on the agenda, to this time (5:05 p.m.).

#### **CONSENT CALENDAR:**

- 3. Approval of December 19, 2019, Regular Board Meeting Minutes (Dohrmann)
- 4. Review and Receive all Electronic Fund Transfers (EFT) and Approve Warrants for December 19<sup>th</sup>, 2019, through January 9<sup>th</sup>, 2020; JP Morgan Chase Bank Check No. 7286 through Check No. 7347, all transactions totaling in the amount of \$236,236.05; and, Review and Receive December 2019 Payroll, in the amount of \$99,067.90 (Dohrmann)
- 5. Receipt of Financial Reports for December 2019 (Dohrmann)

Discussion by the Board. Motion (Snyder/Carapiet) to approve Items No. 3 through No. 5 on the Consent Calendar. Passed (3-0-1-1).

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#### **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 Moody moved to Item No. 5 for consideration, as described on the agenda, to this time (5:42 p.m.).

1. Elections for Officers of the Board – Action

Discussion by the Board. Motion (Snyder/Moody) to nominate Catharine Benediktsson for the President of the Board of Directors of Sanitary District No. 5 of Marin County for the 2020 term. Passed (3-0-1-1).

Discussion by the Board. Motion (Snyder/Benediktsson) to nominate Tod Moody as the Vice President of the Board of Directors of Sanitary District No. 5 of Marin County for the 2020 term. Passed unanimously. Passed (3-0-1-1).

Discussion by the Board. Motion (Moody/Benediktsson) to nominate Richard Snyder as the Secretary of the Board of Directors of Sanitary District No. 5 of Marin County for the 2020 term. Passed unanimously. Passed (3-0-1-1).

2. Appointment of Committee Members – Action

Discussion by the Board. President Catharine Benediktsson recommended the following appointments for the 2020 term of Sanitary District No. 5 of Marin County Committees:

Finance & Fiscal Oversight Committee: Chair: Director John Carapiet

Member: Secretary Richard Snyder Alternate: Director Michael Lasky

Capital Improvement Program Committee: Chair: Director John Carapiet

Member: Vice President Tod Moody

Alternate: Director Catharine Benediktsson

Governance Committee: Chair: Secretary Richard Snyder

Member: Vice President Tod Moody Alternate: Secretary Michael Lasky

Personnel Committee: Chair: President Tod Moody

Member: Director Michael Lasky

Alternate: Director Catharine Benediktsson

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President Benediktsson moved to the next Item in order (Item No. 7) as described on the agenda.

### **NEW BUSINESS:**

7. PUBLIC HEARING: First Reading of Amended Sewer Use Ordinance No. 2014-02 (Rubio)

Discussion by the Board. Item #7 tabled until February 20, 2020 Regular Board Meeting.

8. Review & Discuss Administrative Requirements and Timeline for Refinancing Main Plant Rehabilitation (MPR) Bond (Rubio)

Discussion by the Board only.

9. Review and Approval of Resolution No. 2020-01: A Resolution Approving and Ratifying Expenditures Used, in the Amount of \$24,250.00 (Twenty Four Thousand, Two Hundred Fifty Dollars only), for Emergency Repairs Made at SD5 Belvedere Pump Station #7, to Remove and Replace Concrete Slab and Install Bollards, completed on January14<sup>th</sup> through January 15<sup>th</sup>, 2020 – Action, Rubio

Discussion by the Board. Motion (Carapiet/Snyder) to Approve Resolution No. 2020-01: A Resolution Approving and Ratifying Expenditures Used, in the Amount of \$24,250.00 (Twenty Four Thousand, Two Hundred Fifty Dollars only), for Emergency Repairs Made at SD5 Belvedere Pump Station #7, to Remove and Replace Concrete Slab and Install Bollards, completed on January14<sup>th</sup> through January 15<sup>th</sup>, 2020. Passed unanimously.

**UNFINISHED BUSINESS:** None

#### **COMMITTEE REPORTS:**

- 10. Capital Improvement Program Committee (Lasky/Moody) Action Item Log provided
- 11. Governance Committee (Snyder/Lasky) None
- 12. Finance & Fiscal Oversight Committee (Benediktsson/Moody) None
- 13. Personnel Committee (Moody/Snyder) None

**OTHER BUSINESS:** None

**ENVIRONMENTAL:** None

**CORRESPONDENCE:** None

**INFORMATIONAL ITEMS:** None

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## **ADJOURNMENT**

The Board adjourned at 5:47 p.m.to a Regular Board Meeting on March 19<sup>th</sup>, 2020, 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:

Catharine Benediktsson

President, Board of Directors

Richard Snyder

Secretary, Board of Directors