

**Minutes of a Regular Board Meeting
Sanitary District No. 5 of Marin County
Thursday, July 16, 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issued a legal order directing residents to shelter at home for three weeks beginning March 17, and that order was superseded on March 31, 2020, by an updated order that further directed residents to shelter at home until May 3, 2020, superseded by another updated order that directs residents to shelter at home until May 31, 2020.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 President Catharine Benediktsson at 5:13 PM

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

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 John Carapiet thanked District Manager Rubio for implementing the Continuing Education Incentive. It has proven to be very successful in cross-training SD5 Staff
- Secretary Richard Snyder requested Banshee Networks, Inc., provide a list of cyber security measures currently in place for SD5
- Director John Carapiet had an open-ended question re the hill seeping above SFYC. This is an on-going non-SD5 issue that will be addressed at the August Capital Improvement Projects (CIP) Meeting

CONSENT CALENDAR:

1. Approval of June 18, 2020 Regular Board Meeting Minutes (Dohrmann)
2. Review and Receive all Electronic Fund Transfers (EFT) and Approve Warrants for June 12, 2020 through July 9, 2020; JP Morgan Chase Bank Check No. 7612 through Check No. 7666, all transactions totaling in the amount of \$588,235.09; and Receive June 2020 Payroll, in the amount of \$103,586.35 (Dohrmann)
3. Receipt of Financial Reports for June 2020 (Dohrmann)

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

MANAGEMENT REPORTS:

4. 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:

5. Final Review of SD5 FY2020-2021 Budget Zone Comparison Chart: 5-year history-based 10-year Projection re Income vs. Expense Intersection (Rubio) – Action

Discussion by the Board. No action taken. Direction given.

6. Review & accept Collection System Master Plan Proposal from HDR, Inc., and authorize District Manager to begin working with HDR, Inc., to complete a district-wide Collection System Master Plan (Rubio) – Action

Discussion by the Board. Motion (Snyder/Carapiet) to accept the Collection System Master Plan Proposal from HDR, Inc., and authorize District Manager to begin working with HDR, Inc., to complete a district-wide Collection System Master Plan. Passed (4.-0-0-1).

UNFINISHED BUSINESS: None.

COMMITTEE REPORTS:

7. Capital Improvement Program Committee (Carapiet/Moody) – Action Log & verbal report from Director
8. Finance & Fiscal Oversight Committee (Carapiet/Snyder) – Verbal report from Director
9. Governance Committee (Snyder/Moody) – None
10. Personnel Committee (Moody/Lasky) – None

OTHER BUSINESS: None.

ENVIRONMENTAL: None.

CORRESPONDENCE: None.

INFORMATIONAL ITEMS: None.

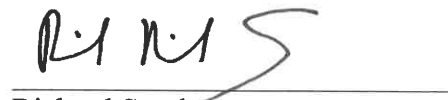
ADJOURNMENT

The Board adjourned at 6:12 p.m. adjourned to a Regular Board Meeting on August 20th, 2020, at 5:00 p.m..

Approved:


Catharine Benediktsson
President, Board of Directors

Attest:


Richard Snyder
Secretary, Board of Directors