

**Minutes of a Regular Board Meeting
at Sanitary District No. 5 of Marin County Meeting Room
2001 Paradise Drive, Tiburon, CA 94920
Thursday, December 19, 2019**

CALL TO ORDER by President Tod Moody at 5:00 P.M.

ROLL CALL

Directors present: Tod Moody, President
Michael Lasky, Secretary
Catharine Benediktsson, Director
Richard Snyder, Director

Directors absent: John Carapiet, Vice President

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

Consultants present: Benjamin Stock, Burke, Williams, Sorensen, LLP

Others present: Peg Stevens, Tiburon Resident
Jane Jacobs, Tiburon Resident

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 Snyder requested The Ark Newspaper look into CalPERS' New Prefunding Trust

CONSENT CALENDAR:

1. Approval of November 17, 2019 Regular Board Meeting Minutes (Dohrmann)
2. Review and Receive all Electronic Fund Transfers (EFT) and Approve Warrants for November 15 through December 12, 2019; JP Morgan Chase Bank Check No. 7239 through Check No. 7284, all transactions totaling in the amount of \$141,648.00; and Review and Receive November 2019 Payroll, in the amount of \$131,120.14 (Dohrmann)
3. Receipt of Financial Reports for November 2019 (Dohrmann)
4. Receive & Accept 2019 Sewer Rehabilitation Project – Tiburon & Belvedere, Change Orders #4 - #10 (Rubio)

CONSENT CALENDAR (Cont'd):

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

President Moody moved to Item No. 6 for consideration, as described on the agenda, to this time (5:05 p.m.).

NEW BUSINESS:

6. Review & Approve SD5 FY2018-2019 Audit, Presented by Kathryn Harris of Perotti & Carrade – Action (Rubio)

Discussion by the Board. Motion (Benediktsson/Snyder) to Approve SD5 FY2018-2019 Audit, Provided by Perotti & Carrade, CPAs. Passed 4-0-0-1.

President Moody moved to Item No. 8 for consideration, as described on the agenda, to this time (5:16 p.m.).

8. Review & Discuss Ordinance No. 2014-02 re Lateral Inspections (Rubio) – Action

Discussion by the Board. Direction given, no action taken.

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

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 (Cont'd):

7. Review & Consider Refinancing MPR Bond and Provide Recommendation to District Manager with Action (Rubio) – Action

Discussion by the Board. Motion to Provide Direction to District Manager and Approve Option #1, as provided by Wulff, Hansen & Co., to Refinance the Main Plant Rehabilitation (MPR) Bond

9. Review & Discuss CSDA December 12, 2019 Marin Chapter Formation Committee Meeting (Rubio) – Action

Discussion by the Board. Direction given, no action taken.

NEW BUSINESS (Cont'd):

10. Review & Accept Final GASB 75 OPEB Valuation Report, Measurement Date as of June 30, 2018, Updated on 7.18.19 (Rubio) – Action

Discussion by the Board. Motion (Snyder/Benediktsson) to Accept Final GASB 75 OPEB Valuation Report, Measurement Date as of June 30, 2018, Updated on 7.18.19. Passed 4-0-0-1.

UNFINISHED BUSINESS:

COMMITTEE REPORTS:

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

OTHER BUSINESS: None

ENVIRONMENTAL: None

CORRESPONDENCE: None

INFORMATIONAL ITEMS: None

CONVENE TO CLOSED SESSION (6:22 p.m.):

15. Convene to Closed Session (the public may provide comments regarding the closed session item(s) just prior to the Board beginning the Closed Session. Closed sessions are not open to the public.)

- a) Closed Session pursuant to Section 54957(b) (1) – Employee Performance Evaluation
i. Employee – District Manager

16. Report out of Closed Session at 6:32 p.m.

No action taken; direction given.

RECONVENE TO OPEN SESSION (6:33 p.m.):

17. Consider increase to District Manager's compensation under Employment Contract and award of a one-time payment to District Manager

RECONVENE TO OPEN SESSION (6:33 p.m.) (Cont'd):


Discussion by the Board. Motion (Snyder/Benediktsson) to Award District Manager a One-Time Bonus. Passed 4-0-0-1.

ADJOURNMENT

The Board adjourned at 6:33 p.m. to a Regular Board Meeting on February 20th, 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:



Tod Moody
President, Board of Directors



Michael Lasky
Secretary, Board of Directors

The Board of Directors may, at its discretion, consider agenda items out of the order in which they appear above.
Accessible public meetings: Upon request, the District will provide written agenda materials in appropriate alternate formats, or disability-related modification or accommodation, including auxiliary aids or services to enable individual with disabilities to participate in public meetings. Please submit written requests to the District at P.O. Box 227, Tiburon, CA 94920 or rdohrmann@sani5.org at least two days prior to the meeting.