

**Minutes of a Regular Board Meeting
Sanitary District No. 5 of Marin County
Thursday, March 18, 2021**

5:00 P.M. REGULAR BOARD MEETING

CORONA VIRUS (COVID-19) ADVISORY NOTICE

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 Richard Snyder at 5:03 P.M.

ROLL CALL

Directors present: Richard Snyder, President
John Carapiet, Vice President
Omar Arias-Montez, Secretary
Catharine Benediktsson, Director (5:08p.m.)
Tod Moody, Director

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

Others in attendance: Benjamin Stock, Burke, Williams, & Sorensen, LLC
Allan Scott, HDR, Inc.

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 Snyder asked all Board agenda item requests be directed to him via email, at least a week in advance to the SD5 Board Meeting, so items can be edited prior to providing said agenda items to The Ark Newspaper for publishing
- Vice President Carapiet requested an update re responses to SD5 Notice of Violation and Demand for Timely Repair of Sewer Lateral notices

CONSENT CALENDAR:

1. Approval of February 18, 2021 Regular Board Meeting Minutes (Dohrmann)
2. Review and receive all electronic fund transfers (EFTs) and approve warrants from February 10th through March 9th, 2021 (JP Morgan Chase Bank, check no. 8080 through check no. 8138, all transactions totaling \$671,873.80) and receive February 2021 payroll, in the sum of \$120,615.99 (Dohrmann)
3. Receipt of financial reports for February 2020 (Dohrmann)

Discussion by the Board. Motion (Arias-Montez/Benediktsson) to approve Items No. 1 through No. 3 on the Consent Calendar. Passed unanimously, with the exception/understanding Check #8137 was a duplicated in error and to be noted. Passed unanimously.

*Memo notation made on SD5 warrant #8137, as of 3.18.2021:

“*NOTE: warrant #8137 was inadvertently duplicated from January warrant #8082.

February/March PG&E bill was \$19,697.49. PG&E received SD5 \$21,816.40 (warrant #8137), on 3.17.2021. March/April's PG&E bill will show a credit of \$2,118.91 (PG&E confirmed 3.22.2021)”

President Snyder moved to New Business, Item #6 (5:18 p.m.), for consideration, as described on the agenda to this time.

NEW BUSINESS:

6. Review and accept SD5 Collection System Master Plan, presented by Mary Martis & Allan Scott of HDR, Inc. (Rubio) - Action

Discussion by the Board. Motion (Benediktsson/Arias-Montez) to table the SD5 Collection System Master Plan, presented by Mary Martis & Allan Scott of HDR, Inc. to the April 2021 regular SD5 Board Meeting. Allan Scott, of HDR, Inc., is to provide revised data for the Belvedere lagoon (higher prioritization) and manhole I&I concerns (re lid holes). Passed unanimously.

President Snyder moved to New Business, Item #5 (5:48 p.m.), for consideration, as described on the agenda to this time.

5. Discuss posting SD5 Board Meetings online in lieu of transcribed “action-item minutes” – Discussion only (Rubio)

Discussion by the Board. Tabled to the April 2021 regular SD5 Board Meeting for further discussion.

President Snyder moved to New Business, Item #5 (5:52 p.m.), for consideration, as described on the agenda to this time.

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: None

UNFINISHED BUSINESS: None

COMMITTEE REPORTS:

7. Capital Improvement Program Committee (Moody/Arias-Montez) – CIP Action item log provided

8. Finance & Fiscal Oversight Committee (Benediktsson/Arias-Montez) - none

9. Governance Committee (Moody/Carapiet) – N/A

10. Personnel Committee (Benediktsson/Snyder) – N/A

OTHER BUSINESS: None

ENVIRONMENTAL: None

CORRESPONDENCE: None

INFORMATIONAL ITEMS: None

ADJOURNMENT

The Board adjourned at 6:00 p.m. to a Regular Board Meeting on April 15th 2021, at 5:00 p.m.

Approved:



Richard Snyder
President, Board of Directors

Attest:



Omar Arias-Montez
Secretary, Board of Directors