

August 24, 2009

A regular meeting of the Board of Directors of the Novato Sanitary District was held at 4:30 p.m., Monday, August 24, 2009, at the District Office, 500 Davidson Street, Novato.

BOARD MEMBERS PRESENT: President Michael Di Giorgio, Members James D. Fritz, Arthur T. Knutson, William C. Long and George C. Quesada.

BOARD MEMBERS ABSENT: None.

STAFF PRESENT: Manager-Engineer Beverly James, Deputy Manager- Engineer Sandeep Karkal and Administrative Secretary Julie Borda.

ALSO PRESENT: Suzanne Brown Crow, Novato resident
Colleen Rose, Novato resident
Pam Welsh, Novato resident
Bill Scott, Novato resident
Carole Dillon-Knutson, Novato resident
Dennis Welsh, former NSD employee, Novato resident
Dennis Fishwick, Novato resident
Norman Stone, Novato resident

PLEDGE OF ALLEGIANCE:

AGENDA APPROVAL:

On motion of Member Quesada, seconded by Member Long, and carried unanimously, the Agenda was approved as mailed.

PUBLIC COMMENT:

Norman Stone, Novato resident, asked what is the compensation for Board members. The Manager stated that Board Members are paid \$225 for each Novato Sanitary District board and/or committee meeting with a maximum of \$225 per day. The State allows a maximum of 6 meeting days per month. She stated the District also offers Board member only medical and dental coverage similar to that offered to employees.

BOARD MEMBER REPORTS:

Member Quesada discussed a personal trip to Southern California over the past weekend.

Member Long discussed a short State required interview with the District auditors, Vavrinek, Trine, Day & Co. LLP (VTD). The auditors discussed Mr. Long's knowledge of the District's financial activities and invited other Board members to contact them if

they had any questions. Member Long discussed his attendance at a Sierra Club meeting on August 12th.

Member Fritz commented that he missed the August 10th Board meeting due to a short vacation. He discussed his attendance at a North Bay Water Reuse Authority tour of recycled water project sites that was held on August 12th. He discussed the current water situation at Dry Creek and the intentions of the Sonoma Water Agency in cooperation with the Army Corps of Engineers to develop hatchling habitats in Dry Creek.

President Di Giorgio discussed his attendance at the California Association of Sanitation Agencies (CASA) conference that took place in San Diego from August 12th – 15th. He discussed the Private Sewer Lateral Task Force and their progress towards adopting an Ordinance.

CONSENT CALENDAR:

President Di Giorgio brought the Consent Calendar items before the Board. He opened Public Comment at the request of the audience.

Norman Stone, Novato resident, requested Item c. be taken off the Consent Calendar for further discussion: *Authorize out of state travel for Senior Engineer to witness Ozonia factory testing of UV equipment in Ashland, Virginia on September 2nd and 3rd and for Board Member Bill Long to represent the North Bay Water Reuse Authority in Washington DC on September 8th and 9th.*

The Board members and the Manager discussed Item c. in more detail with members of the public.

After discussion, President Di Giorgio closed public comment on this item.

On motion of Member Quesada, seconded by Member Fritz, and carried unanimously, Item c. of the Consent Calendar was approved: Authorize out of state travel for Senior Engineer to witness Ozonia factory testing of UV equipment in Ashland, Virginia on September 2nd and 3rd and for Board Member Bill Long to represent the North Bay Water Reuse Authority in Washington DC on September 8th and 9th.

On motion of Member Quesada, seconded by Member Fritz, and carried unanimously, the following Consent Calendar items were approved:

- a. Acceptance of Somerston Park Subdivision sewer main extension.
- b. Acceptance of sewer improvements for Signature Properties SME (Railroad Ave).
- c. Approval of regular disbursements in the amount of \$271,897.10 and upgrade project disbursements in the amount of \$180,343.12.

DISTRICT POLICY HANDBOOK:

Consider revising Board Meeting Policy 5010 to modify time of regular Board meetings.
The Manager reviewed for the Board the current Board meeting policy and discussed the times that other public agencies hold their meetings.

President Di Giorgio stated he was in favor of the idea of moving the regular Board meetings to 6:30 p.m.

Member Quesada stated he was in favor of retaining the current meeting time of 4:30 p.m.

Member Long discussed the particular issues of why the Board meetings were moved to 4:30 p.m. from a later meeting time. He stated he is in agreement with the move to a later time to accommodate the public's request.

Member Fritz agreed with the other members that the meeting time should be moved to 6:30 p.m.

President Di Giorgio opened the item to Public Comment.

Pam Welsh, Alliance of Concerned Citizens of Novato and Novato resident, read a letter addressed to the Board members. (This letter, dated August 24, 2009, was hand delivered to the Board members at the Board meeting.) In the letter, she stated "it is the District's responsibility to insure that the citizens it serves have complete access to the NSD Board meetings. This can only happen if the meetings are held at a time that those citizens can attend..." She went on to challenge the several reasons staff listed as grounds for the meetings to be held at 4:30 p.m. She requested the Board meetings be held at a later time.

Suzanne Brown Crow, Novato resident, stated she was opposed to putting a "sunset clause" in the Motion and felt the meetings should be permanently changed to a later time.

Dennis Fishwick, Novato resident, requested the Board meeting time be changed to 6:30 p.m. and the location be changed to the Hill Community Room at the Margaret Todd Senior Center.

The Manager briefly explained why the meetings could not be held on a regular basis at the Margaret Todd Senior Center. She read an email from Peter Tiernan who requested the Board meetings be held at a time later than 4:30 p.m.

On motion of Member Fritz, seconded by Member Long and carried unanimously, the Board adopted Resolution No. 3007 which revised Board Meeting Policy 5010 to read: Regular meetings of the Board of Directors shall be held on the second and fourth

Mondays of each calendar month at 6:30 p.m. in the Conference Room of Novato Sanitary District at 500 Davidson Street, Novato, CA. This change will be in effect from August 25, 2009 until February 25, 2010.

LIABILITY CLAIM:

Consider rejection of claim from Steve Fryer. The Manager discussed a claim received from Steve Fryer on June 29, 2009, for damages to his vehicle on May 25, 2009. She stated the claim is for \$430.38. Mr. Fryer alleges the damage was caused by driving over a raised manhole cover on Ignacio Lane. District staff investigated the claim and determined that there is a dip in the road; however, the manhole cover is correctly placed and should not have caused the damage. She recommends the Board reject the claim.

On motion of Member Quesada, seconded by Member Fritz and carried unanimously, the Board rejected the liability claim for damages from Mr. Steve Fryer.

POLLUTION PREVENTION WEEK:

Report on Pollution Prevention Program and consider adopting a resolution declaring September 21st through 27th Pollution Prevention Week. The Manager noted that the District started its Pollution Prevention Program in 1993 to reduce heavy metals and hazardous material in wastewater and solid waste. She discussed the success of the Household Hazardous Waste drop off facility and the District sponsored E-Waste recycling events. She also noted that the District supports the Safe Disposal Program for Sharps and Unwanted Medications which helps keep unwanted medications out of the wastewater stream and also the solid waste collection systems. She discussed the various activities and events the District will be participating in as part of a special outreach effort in honor of Pollution Prevention Week.

The Manager requests the Board adopt a resolution declaring Pollution Prevention Week.

On motion of Member Quesada, seconded by Member Long and carried with the following vote, the Board adopted Resolution No. 3008: A Resolution Proclaiming September 21-27, 2009 as Pollution Prevention Week. Ayes: Di Giorgio, Knutson, Long, Quesada. Noes: Fritz.

Member Fritz stated he is opposed to the proclamation because he does not feel it is appropriate for the Sanitary District to participate in outreach efforts at the Farmer's Market.

STAFF REPORTS:

North Bay Water Reuse Authority. The Manager discussed the NBWRA's current activities including her participation in the NBWRA tour of the recycled water project sites on August 12th.

She discussed her participation in the NBWRA Coordinating Committee meeting on August 17th. She commented that they anticipate having a final draft EIR/EIS to the member agencies by November.

Member Long noted that the NBWRA Federal legislative consultant is organizing a trip to Washington D.C. in early September to advocate for funding appropriation.

Treatment plant tours. The Manager noted that the District will be offering four tours of the upgraded treatment facility on the following dates: September 12th and 26th, October 10th and 24th. All are welcome to attend.

North Bay Watershed Association Lateral Committee. The Manager noted that the North Bay Watershed Association Staff Lateral Committee met on Friday, August 21st. She discussed the participating agencies and the five issues the group is jointly developing. She spoke with the Board regarding the next steps the committee intends to take regarding outreach and stated she anticipates that the committee will present their findings to the individual agencies in December.

NPDES Permit Fee Increases. The Manager discussed the proposed NPDES permit fee increases and the options being considered by the State Water Board. The Board directed the Manager to write a brief letter to the State Water Board with regard to the impacts of the alternative fee increases.

MANAGER'S ANNOUNCEMENTS:

None.

ADJOURNMENT: There being no further business to come before the Board, President Di Giorgio adjourned the meeting at 6:12 p.m.

Respectfully submitted,

Beverly B. James
Secretary

Julie Borda, Recording