

October 14, 2013

A regular meeting of the Board of Directors of the Novato Sanitary District was held at 6:00 p.m., Monday, October 14, 2013, preceded by a closed session beginning at 5:30 p.m. at the District offices, 500 Davidson Street, Novato.

At 5:37 p.m. President Di Giorgio announced the Board would meet in closed session to discuss the following matters on the Closed Session Agenda:

CLOSED SESSION CONFERENCE WITH LABOR NEGOTIATORS:

- District designated representatives: Beverly James, Sandeep Karkal, Austris Rungis  
Employee organization: International Brotherhood of Teamsters Local 315.
- District designated representative: Beverly James  
Unrepresented employees: Deputy Manager-Engineer, Finance Officer, Field Services Superintendent, Collection System Superintendent, Senior Engineer, Administrative Secretary, Administrative Intern.

BOARD MEMBERS PRESENT FOR CLOSED SESSION: President Michael Di Giorgio, Members William C. Long, Jean Mariani, Jerry Peters, and Dennis Welsh.

STAFF PRESENT: Manager-Engineer-Secretary Beverly B. James and Deputy Manager-Engineer Sandeep Karkal.

The closed session concluded at 6:04 p.m. with no action taken.

Open session began at 6:05 p.m.

BOARD MEMBERS PRESENT: President Michael Di Giorgio, Members William C. Long, Jean Mariani, Jerry Peters, and Dennis Welsh.

STAFF PRESENT: Manager-Engineer-Secretary Beverly B. James, Deputy Manager-Engineer Sandeep Karkal and Administrative Intern Margaret Starr, in the absence of Administrative Secretary Julie Swoboda.

ALSO PRESENT: John Bailey, Project Manager, Veolia Water  
Brian Exberger, Assistant Project Manager, Veolia Water  
Dasse de longh, Collections Systems Leadworker  
Brant Miller, Novato Resident

PLEDGE OF ALLEGIANCE:

AGENDA APPROVAL: The agenda was approved as written.

PUBLIC COMMENT: None.

REVIEW OF MINUTES:

Consider approval of minutes of the September 23, 2013 meeting.

*On motion of Member Long, seconded by Member Peters, and carried unanimously, the minutes of the September 23, 2013 Board meeting were approved. Member Welsh abstained from voting because he was absent from the September 23, 2013 meeting.*

CONSENT CALENDAR:

*On motion of Member Peters, seconded by Member Mariani and carried unanimously, the following Consent Calendar items were approved:*

- a. Set regular Board meeting dates for October 28<sup>th</sup>, November 21<sup>st</sup>, and December 9<sup>th</sup>. Cancel the meetings for November 11<sup>th</sup> (Veterans Day), November 25<sup>th</sup>, and December 23<sup>rd</sup>.
- b. Approval of regular disbursements in the amount of \$455,259.06, project account disbursements in the amount of \$404,651.44 and Board member disbursements in the amount of \$3,344.19.

PERSONNEL:

- Consider approval of Memorandum of Understanding with International Brotherhood of Teamsters Local 315 for the period July 1, 2013 through June 30, 2015. President Di Giorgio stated that this matter was discussed in Closed Session. There was no discussion by the Board.

*On motion of Member Mariani, seconded by Member Peters and carried unanimously, the Board approved the Memorandum of Understanding with International Brotherhood of Teamsters Local 315 for the period of July 1, 2013 through June 30, 2015.*

- Consider approval of benefits for management and confidential personnel effective January 2, 2014. The Manager-Engineer stated that staff recommends the management and confidential personnel receive the same benefit accommodations that were awarded the represented group through the approved MOU with Teamsters Local 315.

*On motion of Member Mariani, seconded by Member Peters and carried unanimously, the Board approved the benefits for management and confidential personnel effective January 2, 2014.*

MARIN CIVIL GRAND JURY:

- Receive report: "Garbology in Marin: Wasted Energy". The Manager-Engineer commented on the Grand Jury report: "Garbology in Marin: Wasted Energy" saying that it was not possible for the District to control the volume of solid waste generated in the community. She noted that hazardous material cannot be sent to the landfill and must be disposed of otherwise. The Manager pointed out that the report was required to be discussed in an open meeting of the Board of Directors.

- Consider approval of response to the Findings and Recommendations. The Manager stated that the District received a notice on October 3<sup>rd</sup> from the Marin County Civil Grand Jury stating that they had not received the District's response to the Findings and Recommendations contained in the "Garbology in Marin: Wasted Energy" report. She contacted the foreperson of the current jury and was informed that it would be satisfactory if the District responded after the Board meeting on October 14, 2013. The Manager reviewed the District's response to the Grand Jury.

*On motion of Member Mariani, seconded by Member Long and carried unanimously the Board approved the District's response to the Findings and Recommendations of the Grand Jury Report.*

#### STAFF REPORTS:

- Report on financial information provided to County of Marin. The Manager-Engineer stated that the Marin County Director of Finance has requested that Marin County Public Agencies provide certain financial data on a voluntary basis. The Manager reviewed the summary of long term liabilities which will be provided along with the assumptions to the County of Marin and stated that this information will be published on the County of Marin website as well as the District's website.

- Report on Water Environment Federation Management Workshops and Conference. Deputy Manger-Engineer Sandeep Karkal reported on his trip to Chicago to attend the 2013 Water Environment Federation Annual Conference. He attended Utility Management workshops and technical sessions at the Conference. He provided a brief summary of some of the topics discussed at these workshops and sessions including Environmental Management Systems, Effective Utility Management, and Utility Resilience.

#### BOARD MEMBER REPORTS:

President Di Giorgio reported on the North Bay Watershed Authority's (NBWA) meeting he attended. The guest speaker at the meeting discussed the findings of an environmental experiment he had conducted in the San Joaquin Valley. As part of the experiment, rice fields were flooded and stocked with fish, attracting birds in flight patterns similar to the natural migration patterns from when the valley was marsh land.

Member Mariani announced that Novato Mayor Pat Eklund had invited President Di Giorgio and herself to a meeting on the subject of accessory dwellings to be held on October 15, 2013. She invited the Board members to attend as well. Member Long accepted the invitation.

Member Long reported on the joint meeting held on September 24, 2013 by the Adhoc Recycled Water Committee with the North Marin Water District (NMWD) Recycled Water Committee. He reported that discussions included financial parameters relating to recycled water supply, future endeavors to eliminate discharge, and funding of future recycled water projects.

MANAGER'S ANNOUNCEMENTS:

- The Board gave direction at the last meeting on September 23, 2013 that staff draft a revision to the District's Sanitary Code in regards to accessory dwelling connection charges. The Manager-Engineer discussed water usage data as collected from North Marin Water District for these types of units. She stated that the Committee felt a reasonable accommodation would be to revise the connection fees to 75% of the full connection charge for accessory dwelling units 750 square feet and under. She added that the Sanitary Code has been updated numerous times and reported that District Counsel is working to compile it into one document.

- The Waste Water Operations Committee will hold their regularly scheduled meeting on Monday, October 21<sup>st</sup>.

- The Solid Waste Committee will hold a meeting on Tuesday, October 22<sup>th</sup>.

- The next regular Board meeting will take place on Monday, October 28<sup>th</sup> at 6:00 p.m. at the District Office.

ADJOURNMENT: There being no further business to come before the Board, President Di Giorgio adjourned the meeting at 7:21 p.m.

Respectfully submitted,

Beverly B. James  
Secretary

Margaret Starr, Recording