

## **NOVATO SANITARY DISTRICT**

### **Board Meeting Minutes**

Meeting Date: October 24, 2016

A regular meeting of the Board of Directors of the Novato Sanitary District was held at 6:00 p.m., Monday, October 24, 2016, at the District Office, 500 Davidson Street, Novato.

**BOARD MEMBERS PRESENT:** President Jerry Peters, Directors Carole Dillon-Knutson, Jean Mariani, and William Long. Director Brant Miller was absent (excused).

**STAFF PRESENT:** General Manager-Secretary Sandeep Karkal and Administrative Secretary Julie Swoboda.

**ALSO PRESENT:** John Bailey, Project Manager, Veolia Water  
Erik Brown, Technical Services Manager, Novato Sanitary District  
Jim Salyers, Vice President, Novato Disposal Services  
John Warren, Chief Financial Officer, Novato Disposal Services  
Rick Powell, General Manager, Novato Disposal Services  
William Shoen, Principal, R3 Consulting Group  
Steve Krautheim, Field Services Manager, Novato Sanitary District

**PLEDGE OF ALLEGIANCE:**

**AGENDA APPROVAL:** The agenda was approved as presented.

**PUBLIC COMMENT:** None.

**REVIEW OF MINUTES:**

**Consider approval of minutes of the October 10, 2016 meeting.**

*On motion of Director Mariani, seconded by Director Long, and carried with the following vote, the October 10, 2016 Board meeting minutes were approved. Ayes: Peters, Mariani, Long. Abstain: Dillon-Knutson. (Director Dillon-Knutson abstained because she was not present at the October 10<sup>th</sup> meeting.) Absent: Miller.*

**CONSENT CALENDAR:**

President Peters called for a motion on the Consent Calendar items as follows:

- a. Approve capital project disbursements in the amount of \$59,211.30, and regular disbursements in the amount of \$630,803.86.
- b. Approve payroll and payroll related disbursements in the amount of \$224,728.14.
- c. Receive Accounts Receivable Report as of October 21, 2016.
- d. Cancel Board meetings of November 28<sup>th</sup> and December 26<sup>th</sup>, 2016.

*On motion of Director Mariani, seconded by Director Dillon-Knutson, and carried unanimously by those Directors present, the above listed Consent Calendar items were approved.*

SOLID WASTE: PUBLIC HEARING – SET CALENDAR YEAR (CY) 2017 MAXIMUM ALLOWABLE SOLID WASTE RATES.

- Receive staff report. The General Manager stated that at its September 26, 2016 meeting, the District Board reviewed the following: the CY2017 rate adjustment request by Novato Disposal Service (NDS); the report by the District's consultant (R3 Consulting Group), that analyzed the NDS request; and a staff report with a recommendation for an overall solid waste rate adjustment based on a Refuse Rate Index (RRI) adjustment of +1.02%. He noted that a copy of the R3 Consulting Group report presented at the September 26, 2016 meeting was included in the Board materials for reference, labeled as Attachment 1. In addition, the General Manager pointed out that a comparison of the 2016 solid waste rates in Marin County was provided as Attachment 2. He stated that even if the proposed CY2017 maximum allowable rates are adopted, Novato's solid waste rates will continue to be the lowest across all entities in Marin County for residential, commercial and debris box services.

The General Manager stated that, as required, notices of the proposed rate increase and hearing were published in the Marin Independent Journal on both October 6<sup>th</sup> and 13<sup>th</sup>, 2016.

- Open public hearing. President Peters opened the public hearing at 6:08 p.m.

- Public comments. None.

- Board comments. Director Dillon-Knutson stated that the proposed rate increase was justified, noting that our rates are lower than others in the County. She commended the District for keeping rates so low.

Director Long stated that Novato Disposal was providing a good service at a good rate.

Director Mariani agreed with her colleagues, stating that the rate increase was clearly appropriate. She commented that Novato Disposal Company does a great job.

President Peters stated that the rate increase is very reasonable and that Novato Disposal has the lowest rates in the area.

- Close public hearing. President Peters closed the public hearing at 6:15 p.m.

Upon close of the public hearing, the General Manager-Chief Engineer requested that the Board adopt Resolution 3103 setting CY2017 maximum allowable rates for refuse collection and disposal services.

- Adopt Resolution No. 3103 setting CY2017 maximum allowable rates for refuse collection and disposal services.

*On motion of Director Long, seconded by Director Dillon-Knutson, and carried unanimously by those Directors present, the Board adopted Resolution No. 3103: A Resolution Setting Maximum Solid Waste Service Charges for Novato Disposal Company in Novato Sanitary District.*

At 6:17 p.m., Jim Salyers, William Shoen, John Warren, and Rick Powell, left the meeting.

BOARD MEMBER REPORTS AND REQUESTS:

North Bay Water Reuse Authority (NBWRA) report: Director Long gave an overview of his participation at the NBWRA meeting which was held on Monday, October 24<sup>th</sup> at the Novato City Hall. He stated that NBWRA continues to discuss Phase 2 projects, costs, and funding options.

Director Long also discussed his attendance at the CWEA/CASA Communication Essentials workshops which he attended on October 18<sup>th</sup> in Oakland, and on October 20<sup>th</sup> in Orange County.

INFORMATIONAL ITEMS:

- University of North Carolina, Chapel Hill, Environmental Finance Center article: "Fun Facts About Water System Rate Structures". The General Manager stated that this item was for informational purposes only.

GENERAL MANAGER'S ANNOUNCEMENTS:

- Announcement: Next Board meeting is Monday, November 14<sup>th</sup>, at 6:00 p.m.
- Announcement: Friday, November 11<sup>th</sup>, is Veteran's Day, a District holiday.
- Announcement: As in prior years, there will be no Board meetings in the second half of November and December.
- Announcement: At the last Board meeting, the General Manager had announced on behalf of District Counsel that the long running Bayside matter in the Hamilton neighborhood had been resolved per prior direction provided by the Board. The result is an unconditional settlement of \$225,000 with Lennar/Greystone Homes. Consistent with Board direction, District Counsel and the Board President have signed off on the settlement agreement on behalf of the District. District Counsel's office informed the General Manager this afternoon that the \$225,000 check was received by District Counsel's office and is being sent to the District via FedEx.

ADJOURNMENT: There being no further business to come before the Board, President Peters adjourned the meeting at 6:39 p.m.

Respectfully submitted,

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Sandeep Karkal  
Secretary

Julie Hoover, Recording