

NOVATO SANITARY DISTRICT

Meeting Date: February 8, 2021

The Board of Directors of Novato Sanitary District will hold a regular meeting at 5:30 p.m. Monday, February 8, 2021.

NOTE: Consistent with the Governor’s Executive Orders on the Brown Act, **this Board meeting will be held via Zoom® conferencing.** To participate:

Join Zoom Meeting by clicking the link or copy and paste it into your browser:

<https://us02web.zoom.us/j/88090161627> When prompted, enter meeting ID: 880 9016 1627

If you do not have internet access, you can still join the meeting by phone, dialing by your location:

- +1 669 900 9128 US (San Jose)
- +1 346 248 7799 US (Houston)
- +1 253 215 8782 US (Tacoma)
- +1 301 715 8592 US (Washington DC)
- +1 312 626 6799 US (Chicago)
- +1 646 558 8656 US (New York)

When prompted, enter meeting ID: 880 9016 1627

Public comments for this meeting can be submitted via email at info@novatosan.com. The public comment period opens when the agenda is posted online and will close two hours prior to the start of the meeting. Include your name and the item you’d like to provide written comment on. Written comments submitted will be read into the record during the Public Comment period of the Board meeting.

To provide comments during the meeting:

1. If in the Zoom teleconference, use the “raise hand” feature in Zoom. The Host will notify and unmute you when it is your turn to speak.
2. If on a phone, press *9 (“star + 9”), and the Host will notify and unmute you when it is your turn to speak.

If you experience an issue providing comments during the meeting, please email those comments to the District’s Administrative Secretary at julieh@novatosan.com

Materials related to items on this agenda that are public records, are available for public inspection in the District Office, 500 Davidson Street, Novato, during normal business hours. This agenda packet is also available on the District’s website: www.novatosan.com. Note: All times and/or order of consideration for agenda items are for reference only. Times may vary and the Board of Directors may consider item(s) in a different order than set forth herein. ***Public access to the District Office is limited currently due to the COVID-19 situation.***

Next Page →

AGENDA

- 1. BOARD ROLL CALL:**
- 2. PLEDGE OF ALLEGIANCE RECITAL:**
- 3. AGENDA APPROVAL (BY ACCLAMATION):**
- 4. PUBLIC COMMENT (PLEASE OBSERVE A THREE-MINUTE TIME LIMIT):**

*This item is to allow anyone present to comment on any subject not on the agenda, or to request consideration to place an item on a future agenda. Each individual will be limited to a three-minute presentation. No action will be taken by the Board at this time as a result of any public comments made.**

**Note: Use the "raise hand" feature if in Zoom teleconference, or "star + 9" if on smartphone.*

- 5. REVIEW OF MINUTES:**
 - a. Approve minutes of the January 11, 2021 regular meeting.
 - b. Approve minutes of the January 25, 2021 special meeting.

- 6. CONSENT CALENDAR:**

The General Manager-Chief Engineer has reviewed the following item(s). To his knowledge, there is no opposition to the consent action. The item(s) can be acted on in one consolidated motion as recommended or may be removed from the Consent Calendar and separately considered at the request of any person.

- a. Approve regular disbursements, January 12 - February 8, 2021.
 - b. Ratify payroll and payroll related disbursements, January 2021.
 - c. Receive deposit summary, January 2021.
 - d. Receive Accounts Receivable (A/R) Summary Report as of January 31, 2021.
 - e. Receive 2nd Quarter Investment Report, Fiscal Year (FY) 2020-21.
 - f. Receive 2nd Quarter Financial Report, FY 2020-21 (unaudited).
 - g. Approve and adopt updated Board Policy No. 3500 (Reserves) and Board Policy No. 3510 (Funds Balances).
- 7. SOLID/HOUSEHOLD HAZARDOUS WASTE (S/HHW) OPERATIONS:**
 - a. Approve contract with Clean Earth Environmental Services, Inc. in the amount of \$450,000 to provide continuing household hazardous waste (HHW) collection and disposal services at the District's HHW collection facility, and authorize the General Manager-Chief Engineer to execute it.
- 8. WASTEWATER OPERATIONS:**
 - a. Receive Wastewater Operations Report, January 2021 – information only.
 - i. Collection Systems
 - ii. Treatment Facilities
 - iii. Reclamation Facilities
 - b. Receive update - extension of Amended and Restated Contract Service Agreement for Operation, Maintenance, and Management of the Wastewater Treatment Facilities – information only.

Next Page →

9. CAPITAL PROJECTS:

- a. *Cogeneration/Alt. Energy, Account No. 72708*: Receive presentation and approve a contract with TerraVerde Energy, Inc. in the not-to-exceed amount of \$176,500 for professional services related to a battery storage system, and authorize the General Manager-Chief Engineer to execute it.
- b. *Cogeneration/Alt. Energy, Account No. 72708*: Approve a contract with Woodard and Curran, Inc. in a not-to-exceed amount of \$195,030 for planning and predesign services for a new cogeneration system, and authorize the General Manager-Chief Engineer to execute it.
- c. Receive Capital Projects Update, January 2021 – information only.

10. BOARD MEMBER REPORTS AND REQUESTS:

- a. California Association of Sanitation Agencies (CASA) virtual meeting, January 27-28, 2021 (Report by: Board members).
- b. North Bay Watershed Association (NBWA) virtual meeting, February 2021 (Report by: Director Mariani) – information only.

11. GENERAL MANAGER'S REPORT AND ANNOUNCEMENTS:

12. ADJOURN:

Next Resolution No. 3148.

Next regular meeting date: Monday, March 8, 2021, at 5:30p.m.

Meeting location: Novato Sanitary District office, 500 Davidson Street, Novato, CA, (or via Zoom® conferencing, depending on the COVID-19 situation).

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District at (415) 892-1694 at least 24 hours prior to the meeting. Notification prior to the meeting will enable the District to make reasonable accommodation to help ensure accessibility to this meeting.