

July 28, 2008

A regular meeting of the Board of Directors of the Novato Sanitary District was held at 4:30 p.m., Monday, July 28, 2008, at the District Office, 500 Davidson Street, Novato.

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

STAFF PRESENT: Manager-Engineer-Secretary Beverly B. James, Deputy Manager-Engineer Sandeep Karkal, and Administrative Assistant Julie Borda. District Counsel, Kent Alm was present only for the closed session conference – anticipated litigation.

PLEDGE OF ALLEGIANCE:

AGENDA APPROVAL: The Manager-Engineer requested that item 12, Closed Session Conference with Legal Counsel-Anticipated Litigation, be moved before item 3 on the agenda. In addition, she noted an error on item 8b: It should read: "*Consider approval of 2008-09 salary schedule for Manager-Engineer, management and confidential employees, effective July 1, 2008.*"

On motion of Member Quesada, seconded by Member Long, and carried unanimously, the agenda was approved with changes.

CLOSED SESSION CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION: Significant exposure to litigation pursuant to Subdivision (b) of Section 54956.9: Two cases: Riverwatch 60-day Notice and Smith Claim. Closed session began at 4:35 p.m.

Pursuant to Government Code 54957, President Di Giorgio announced that the Board would meet in closed session for the item listed on the Closed Session agenda. Closed session began at 4:35 p.m.

CLOSED SESSION REPORT: This session ended at 5:45 p.m. District Counsel Kent Alm left the meeting at that time.

The Board continued in Closed Session for the following Closed Session Agenda item:

CLOSED SESSION – PUBLIC EMPLOYEE PERFORMANCE EVALUATION: MANAGER-ENGINEER:

CLOSED SESSION REPORT: No reportable action was taken in closed session and the meeting reconvened in open session at 6:04 p.m.

PUBLIC COMMENT: None.

BOARD MEMBER REPORTS: Members Long and Fritz both attended a reception with Mark Leno. They discussed an Assembly Bill proposed by Mark Leno which imposes a letter grading system on wastewater facilities. They each spoke of the impacts this would have on older Districts.

Member Long noted he is registered to attend a Special District Institute Finance seminar being held in Dana Point, CA. President Di Giorgio stated he would like to attend also.

CONSENT CALENDAR: *On motion of Member Quesada, seconded by Member Fritz, and carried unanimously, the following consent calendar items were approved:*

- a. Approval of Sewer Main Extension permit time extension for Whole Foods, Delong Ave.
- b. Acceptance of Hamilton Marketplace Sewer Main Extension.
- c. Approval of the following Board meeting schedule: August 11th and 25th; September 8th and 22nd; October 13th and 27th.
- d. Approval of regular disbursements in the amount of \$170,587.21, and project related disbursements in the amount of \$16,132.95, and payroll related disbursements in the amount of \$171,061.08.

BOARD OF DIRECTORS:

- Consider Committee Appointments: President Di Giorgio appointed the committee members as follows:

Current Committees:

Standing Joint City/District Solid Waste Committee: George C. Quesada, Arthur T. Knutson, Michael Di Giorgio, Alternate

California Association of Sanitation Agencies: Michael Di Giorgio, Delegate, William Long, Alternate

California Sanitation Risk Management Authority: Beverly B. James, Delegate, Michael Di Giorgio, Alternate

North Bay Regional Water Authority: Beverly B. James, Delegate, William C. Long, Alternate

North Bay Watershed Association: Beverly B. James, Delegate, George C. Quesada, Alternate

North Bay Watershed Association, Lateral Committee: Michael Di Giorgio, Delegate

Adhoc Committees

Adhoc Solid Waste Rates: William C. Long, Michael Di Giorgio

Adhoc Personnel: William C. Long, Michael Di Giorgio

Adhoc Wastewater Facility Upgrade: James D. Fritz, William C. Long

Adhoc Recycled Water: James D. Fritz, William C. Long

PERSONNEL:

- Receive Ad Hoc Personnel Committee recommendations for 2008-09 salary adjustments for management and confidential employees: The Manager-Engineer gave a brief overview of the Personnel Committee report. She noted that the CPI in the San Francisco Bay Area increased by 3.2% and the Committee recommendation that the Board approve a salary increase in this amount. The Manager-Engineer would also receive this increase.

On motion of Member Long, seconded by Member Fritz, and carried unanimously, the Board approved a salary adjustment of 3.2% for the Manager-Engineer, management and confidential employees effective July 1, 2008.

LIABILITY CLAIM:

- Consider rejection of claim from Michael Bell, 1065 Bel Marin Keys Blvd:

The Manager-Engineer discussed the claim submitted to the District by Mr. Bell. Mr. Bell hired Ameso's Plumbing to repair his lateral at 1065 Bel Marin Keys Blvd. Ameso's Plumbing did not obtain the required lateral repair permit from the District before beginning the work and did not notify the District. The sewer line in front of Mr. Bell's house was surcharged at the time the work was started and sewage backed up into the open trench. They then notified the District, obtained an emergency permit and the District staff pumped down the sewer main and inspected the work.

Mr. Bell has submitted a claim in the amount of \$13,600 for additional work that he claims was caused by the sewage entering the trench. No sewage entered the home.

District staff and the District's insurance adjuster recommend rejecting the claim.

On motion of Member Fritz, seconded by Member Long, and carried unanimously, the Board rejected the claim from Michael Bell at 1065 Bel Marin Keys Blvd.

STAFF REPORTS

- North Bay Water Reuse Authority (NBWRA) Meeting: The Manager-Engineer presented a copy of the press notice titled "Recycled Water Environmental Study Kickoff Meeting: Public

Invited to Participate” as prepared by the North Bay Water Reuse Authority. She noted that the meeting will be held at the Margaret Todd Center in Novato on August 5th at 6:30 p.m. She also stated that the Environmental Impact Report is on schedule for completion by the end of 2008. In addition, the Economic Feasibility study is completed which covers economic and engineering details for all levels.

The Manager-Engineer also discussed the Bay Area Recycled Water Coalition, stating that they will be making a presentation at the next North Bay Water Recycling Authority meeting on August 18th.

- Clemente Court Sewer Overflow: The Manager-Engineer noted that on July 17th a resident called the District office to report what appeared to be a sewage leak. When the Collections crew arrived at the scene it was confirmed as a sewer overflow due to a soft line blockage consisting of roots and grease. An estimated 5,000 to 15,000 gallons were released. She discussed the scheduled maintenance efforts the Collection crew performs to discourage root growth in the District’s main lines.

The Manager-Engineer handed out to the Members a press release titled: “Grease Blockage Causes Overflow Into Novato Storm Drain”.

MANAGER’S ANNOUNCEMENTS:

- The North Bay Watershed Association will not meet again until September.
- The Ellis Creek Water Recycling Facility in Petaluma is holding a public tour on Saturday, August 2nd at 9AM.

ADJOURNMENT: There being no further business to come before the Board, President Di Giorgio adjourned the meeting at 7:52 p.m.

Respectfully submitted,

Beverly B. James
Secretary

Julie Borda, Recording