

July 14, 2014

A regular meeting of the Board of Directors of the Novato Sanitary District was held at 6:00 p.m., Monday, July 14, 2014, preceded by a closed session beginning at 5:00 p.m. at the District offices, 500 Davidson Street, Novato.

At 5:01 p.m. President Mariani announced the Board would meet in closed session to discuss the following matter on the Closed Session Agenda:

CLOSED SESSION CONFERENCE WITH LABOR NEGOTIATORS:

- District designated representatives: Austris Rungis, Sandeep Karkal  
Employee organization: International Brotherhood of Teamsters Local 315.

BOARD MEMBERS PRESENT FOR CLOSED SESSION: President Jean Mariani, Directors Jerry Peters, Gary Butler, William C. Long, and Brant Miller.

STAFF PRESENT: Manager-Engineer-Secretary Sandeep Karkal.

ALSO PRESENT: Austris Rungis, District Labor Negotiator

Closed Session ended at 5:53 p.m.

Open session began at 6:03 p.m.

BOARD MEMBERS PRESENT FOR OPEN SESSION: President Jean Mariani, Directors Jerry Peters, Gary Butler, William C. Long, and Brant Miller.

STAFF PRESENT: Manager-Engineer-Secretary Sandeep Karkal, Information Systems Specialist Robin Merrill, and Administrative Secretary Julie Swoboda.

ALSO PRESENT:  
John Bailey, Plant Manager, Veolia

PLEDGE OF ALLEGIANCE:

AGENDA APPROVAL: The agenda was approved as written.

REPORT FROM CLOSED SESSION:

President Mariani announced that the Board provided direction to staff and that there was no reportable action.

PUBLIC COMMENT: None.

REVIEW OF MINUTES:

- Consider approval of minutes of the June 23, 2014 Board meeting.

The Manager-Engineer pointed out an error in the minutes and asked for the following correction on page 2, paragraph 2: ***The Manager-Engineer stated that Committee Director Long Peters...***

*On motion of Director Miller, seconded by Director Long and carried unanimously, the June 23, 2014 Board meeting minutes were approved as corrected.*

CONSENT CALENDAR:

*On motion of Director Peters, seconded by Director Miller, and carried unanimously, the following Consent Calendar item was approved:*

- a. Approval of regular disbursements in the amount of \$520,929.19, project account disbursements in the amount of \$965,786.56, and Board member disbursements in the amount of \$2,707.88.

PUBLIC HEARING – 2014/15 SEWER SERVICE CHARGE REPORT:

- Sewer Service Charge Report. The Manager-Engineer gave an overview of the purpose for the Public Hearing. He stated that Robin Merrill, Novato Sanitary District Information System Specialist, was available with a computerized database to verify individual sewer service charges if any requests for such were made. No requests for information were made or presented.

- Open Public Hearing. President Mariani opened the Public Hearing at 6:08 p.m.

- Consider protests regarding sewer service charge report. No oral protests were made or presented. The Manager-Engineer stated that he was not aware of any written protests. No other comments were received.

- Close hearing. President Mariani closed the Public Hearing at 6:09 p.m.

RESOLUTION CONFIRMING REPORT ON SEWER SERVICE CHARGES:

- Consider adoption of Resolution No. 3077, confirming sewer service charge report and electing to collect on tax rolls. Director Miller discussed the wording on page 2, section 6 and suggested that future Sewer Service Charge Collection resolutions include the multiplier of the Service Unit as an attachment or as a footer. The Board discussed the proposal. The Manager-Engineer stated that the wording of the Resolution had been carefully reviewed and recommended its adoption as written. After further discussion, it was decided to adopt the Resolution as written, with no changes.

*On motion of Director Miller, seconded by Director Peters and carried unanimously, the Board approved Resolution No. 3077: A Resolution Prescribing and Providing for the Collection of Sewer Service Charges for Novato Sanitary District on the Tax Rolls of the County of Marin for the Fiscal Year 2014-15.*

CAPITAL PROJECTS:

- Approve contract with RMC Water Environment for design services in an amount not-to-exceed \$60,000, and authorize the Manager-Engineer to execute it; Account No. 73003: Maintenance Building (Phase 1 – Demolition). The Manager-Engineer discussed the scope of design services for site demolition and to accommodate construction of a new maintenance building, and recommended the Board approve the contract with RMC.

*On motion of Director Peters, seconded by Director Long and carried unanimously, the Board approved the contract with RMC Water Environment for design services in an amount not-to-exceed \$60,000, and authorized the Manager-Engineer to execute it; Account No. 73003: Maintenance Building (Phase 1 – Demolition).*

BOARD OF DIRECTORS: 2013-14 GRAND JURY REPORT:

- Review the 2013-14 Marin County Civil Grand Jury Report titled “The Scoop on Marin County Sewer Systems: Part 1”, and “The Scoop on Marin County Sewer Systems: Part II”, and provide any further input and direction. The Manager-Engineer stated that he had received comments and input from Board members on the District’s response to the Grand Jury reports and would incorporate them into a draft response which would be brought before the Board at the August 25<sup>th</sup> meeting. He noted that the managers from Marin County sewerage facilities were also considering a collective response to the Civil Grand Jury as well.

INFORMATIONAL ITEM – NORTH BAY WATER REUSE AUTHORITY:

- Informational Item – payment to Sonoma County Water Agency (SCWA) of an amount up to \$343,005 as the District’s FY 2014/15 portion of the cost of the NBWRA Phase 2 Feasibility Study. The Manager-Engineer gave an overview of the payment to SCWA. He noted that the District’s participation in the NBWRA Phase 2 Feasibility Study was discussed during the District’s FY 2014/15 budget workshop at the Board’s May 27<sup>th</sup> meeting. He noted that based on this discussion, staff had included \$370,000 under Account No. 72508 of the Capital Improvements Program budget as the District’s FY 2014-15 cost for the Phase 2 Feasibility Study. The Board discussed the costs and benefit of the District’s participation in the Phase 2 projects.

STAFF REPORTS:

- Receive report on Uniform Public Construction Cost Accounting Act (UPCCAA) implementation for FY 2013/14. The Manager-Engineer presented an overview of the District continued compliance with the UPCCAA, and outlined the projects/accounts that the District completed in the 2013/14 FY which utilized the Act's provisions. The Board received the report.

- Receive report on July 4<sup>th</sup> parade participation. The Manager-Engineer stated that the District participated in the parade with the pump station service truck. He stated that it was a positive and rewarding experience. President Mariani noted that she rode with Scott Pariani, Route Supervisor, Novato Disposal Service in a split-body garbage truck.

BOARD MEMBER REPORTS:

- North Bay Watershed Association meeting: Director Miller gave a summary of his attendance at the NBWA meeting which was held on July 11<sup>th</sup> at the Marin Community Foundation. He discussed the speakers and provided an overview of the presentations.

At 7:15 p.m., President Mariani announced that the Board would take a five minute recess.

At 7:18 p.m., President Mariani reconvened the meeting and Board reports continued.

Director Butler stated that he was given a tour of the Redwood Landfill and that Manager-Engineer Karkal and the District's Household Hazardous Waste Coordinator Dee Johnson were also present. He noted that Dan North of Waste Management along with Steve McCaffrey of Novato Disposal provided the tour.

MANAGER'S ANNOUNCEMENTS:

- A tour of the District's recycling facility will be scheduled after coordination with Board members.

- The Manager-Engineer will be on vacation from July 22<sup>nd</sup> through July 30<sup>th</sup>.

- No Board meeting will be held on July 28<sup>th</sup>. The next regular meeting will be held on August 11<sup>th</sup> at 6:00 p.m. at the District office.

- The Wastewater Operations Committee (WWOC) will hold a meeting on Monday, July 21<sup>st</sup> at 2:00 p.m. at the District office. Director Peters will be on vacation, therefore WWOC Alternate, President Mariani, will attend.

- The City of Novato has a new Public Works Director: Russ Thompson

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ADJOURNMENT: There being no further business to come before the Board, President Mariani adjourned the Board meeting at 7:26 p.m.

Respectfully submitted,

Sandeep Karkal  
Secretary

Julie Swoboda, Recording