

September 8, 2014

A regular meeting of the Board of Directors of the Novato Sanitary District was held at 6:00 p.m., Monday, September 8, 2014, at the District Office, 500 Davidson Street, Novato.

BOARD MEMBERS PRESENT: President Jean Mariani, Members Jerry Peters, Gary Butler, William Long and Brant Miller.

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

ALSO PRESENT: John Bailey, Project Manager, Veolia Water

PLEDGE OF ALLEGIANCE:

AGENDA APPROVAL: The agenda was approved as written.

PUBLIC COMMENT: None.

REVIEW OF MINUTES:

Consider approval of minutes of the August 25, 2014 meeting.

On motion of Director Miller, seconded by Director Peters, and carried unanimously, the August 25, 2014 Board meeting minutes were approved.

CONSENT CALENDAR:

On motion of Director Peters, seconded by Director Miller and carried unanimously, the following Consent Calendar items were approved:

- a. Review Quarterly Investment report.
- b. Approval of regular disbursements in the amount of \$269,965.56, project account disbursements in the amount of \$59,170.99, and Board member disbursements in the amount of \$2,331.65.
- c. Receive Accounts Receivable report.
- d. Approval of application from AU Energy, LLC, and authorize Manager-Engineer to issue a one-time, temporary, Class I non-domestic discharge permit for discharge of ballast water from out of service underground fuel tanks at former Novato Shell station, 2085 Novato Boulevard.

DISTRICT CONFLICT OF INTEREST CODE:

- Receive 2014 Local Agency Biennial Notice – Conflict of Interest Code, and authorize the Manager-Engineer to complete and transmit the completed Notice and supporting

documentation. President Mariani read the agenda item, and hearing no comments, called for the question.

On motion of Director Peters, seconded by Director Long and carried unanimously, the Board received the 2014 Local Agency Biennial Notice – Conflict of Interest Code, and authorized the Manager-Engineer to complete and transmit the completed Notice and supporting documentation.

- Adopt Resolution No. 3079 approving revisions to the District Conflict of Interest Code. The Manager stated that the adoption of this resolution is standard practice when the District submits a new Conflict of Interest Code. Director Miller suggested a grammatical change to the resolution. After discussion, President Mariani suggested that the resolution be adopted in the present form and requested the Manager seek direction from legal counsel to revise the language of future resolutions.

On motion of Director Peters, seconded by Director Butler and carried unanimously, the Board adopted Resolution No. 3079: A Resolution Revising the Conflict of Interest Code for the Novato Sanitary District Pursuant to the Provisions of the Political Reform Act of 1974 Set Forth in the California Government Code and Rescinding Resolution No. 3052.

STAFF REPORTS:

- Receive reports on response to earthquake of August 24, 2014. The Manager stated that he was bringing the report before the Board to formalize the information verbally presented at the August 25th Board meeting.

ADMINISTRATION:

- Approve Amendment to “Mutual Aid and Assistance Agreement (Agreement) between Marin County Wastewater Agencies”, and authorize Manager-Engineer: (i) to execute it, and (ii) approve additional agencies as provided by this Amendment. The Manager stated that the Marin County wastewater agencies currently have in place a mutual aid program that is formalized by an Agreement that provides details of mutual aid cooperation and participation between six (6) Marin County water/wastewater agencies. He stated that an amendment has been prepared by the original signatory agencies to allow an additional agency to join the program if approved by a majority of the original agencies, and authorized by its own governing body. He requested the Board approve the Amendment.

On motion of Director Peters, seconded by Director Long and carried unanimously, the Board approved Amendment #1 to the Mutual Aid and Assistance Agreement Between Marin County Wastewater Agencies.

BOARD OF DIRECTORS:

- Receive and approve response to 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", subject to minor clerical corrections. The Manager stated that the response had previously been brought to the Board for its input and direction at the July 14th, August 11th, and August 25th meetings. He stated that staff had received comments from Board members and had prepared the response in strikeout form for approval.

The Board complimented staff for the well drafted response. They discussed the report and suggested minor corrections.

On motion of Director Peters, seconded by Director Long and carried unanimously, the Board directed the Manager-Engineer to submit to the Grand Jury the presented response with minor corrections.

BOARD MEMBER REPORTS:

- North Bay Watershed Association (NBWA) report. Director Miller discussed his attendance at the NBWA meeting which was held on Friday, September 5th at the District office.

MANAGER'S ANNOUNCEMENTS:

- The Wastewater Operations Committee meeting will be held on Monday, September 15th at 2:00 p.m. at the District office.

- The Solid Waste Committee meeting will be held on Tuesday, September 23rd at 10:00 a.m. at the District office.

ADJOURNMENT: There being no further business to come before the Board, President Mariani adjourned the meeting at 6:55 p.m.

Respectfully submitted,

Sandeep Karkal
Secretary

Julie Swoboda, Recording