

NOVATO SANITARY DISTRICT

Board Meeting Minutes

Meeting Date: September 25, 2017

A regular meeting of the Board of Directors of the Novato Sanitary District was held at 5:30 p.m., Monday, September 25, 2017, at the District Office, 500 Davidson Street, Novato.

BOARD MEMBERS PRESENT: President Jerry Peters, Directors Carole Dillon-Knutson, William Long, Jean Mariani, and Brant Miller.

STAFF PRESENT: General Manager-Secretary Sandeep Karkal, District Counsel Kent Alm, and Administrative Secretary Julie Hoover.

ALSO PRESENT: Dale Thrasher, Administrative Services/Safety Officer
John O'Hare, Pretreatment Programs Manager, Veolia Water
Dee Johnson, Solid and Household Hazardous Waste Program Coordinator
Jim Salyers, Vice President, Novato Disposal
William Schoen, R3 Consulting Group

PLEDGE OF ALLEGIANCE:

AGENDA APPROVAL: The General Manager noted a change to the agenda: **Item 7.a., NBWRA meeting, August 21, August 28, 2017.** The agenda was approved as amended.

PUBLIC COMMENT: None.

REVIEW OF MINUTES:

Consider approval of minutes of the September 11, 2017 regular meeting. Director Miller requested a modification to the minutes on page 4, paragraph 4, as follows: **Director Miller asked for clarification on the staffing for the Recycling Center how Recology would perform their services under the agreement.** Furthermore, Director Miller requested an addition to the minutes on page 5, paragraph 4, as follows: **...the Board approved the Finance Committee's recommendations as amended to...**

On motion of Director Dillon-Knutson, seconded by Director Mariani, and carried with the following vote, the September 11, 2017 Board meeting minutes were approved as modified: Ayes: Peters, Dillon-Knutson, Mariani, Miller. Abstain: Long (absent from the September 11th Board meeting).

CONSENT CALENDAR:

Director Miller requested that item d: *Receive update - Refinancing of 2011 Certificates of Participation (COPs)*, be removed from the Consent Calendar for further consideration.

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

- a. Approve capital project disbursements in the amount of \$10,642.00, and regular disbursements in the amount of \$345,452.23.

- b. Approve payroll and payroll related disbursements for the month of September in the amount of \$254,404.79.
- c. Approve the North Bay Water Reuse Authority fourth Revised Memorandum of Understanding (MOU), subject to minor changes or edits, and authorize the Board President to sign the MOU.

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

d. Receive update – Refinancing of 2011 Certificates of Participation (COPs). Director Miller requested that the Board Agenda Item Summary No. 5.d., on page 55 be amended as follows: **‘At its September 11, 2017 meeting, the Board approved *proceeding with the process of* refinancing of the District’s 2011 Certificates of Participation (COPs),...’**

On motion of Director Miller, seconded by Director Dillon-Knutson, and carried unanimously, the above listed Consent Calendar item was received and approved as amended.

SOLID WASTE COMMITTEE:

- Receive Solid Waste Committee report, meeting of September 20, 2017, and its recommendation for a Calendar Year (CY) 2018 maximum solid waste rate adjustment of +5.04 percent. The General Manager stated that the Solid Waste Committee met on September 20, 2017, with Committee Members Mariani and Peters in attendance. He stated that the Committee reviewed a CY2018 rate adjustment request of +5.20 percent from Novato Disposal Service (NDS). He stated that a third party report analyzing NDS’ request was prepared by R3 Consulting Group, who recommended that the District grant a rate adjustment of +5.04 percent, for the reasons listed in the report. He stated that the Committee reviewed the report and concurs with the R3 report and recommendation of +5.04, and recommends that the Board approve a CY2018 solid waste rate adjustment of +5.04 percent.

The General Manager stated that Dee Johnson, Solid and Household Hazardous Waste Program Coordinator, Jim Salyers, Novato Disposal, and William Schoen, R3 Consulting Group, were in attendance if the Board had any questions on the reports. A brief discussion followed between the Board members, Dee Johnson, Jim Salyers, and William Schoen on various items including solid waste diversion rates, and the proposed CY2018 rate adjustment.

- Review proposed Notice of Intent and Public Hearing, and set public hearing date of October 23, 2017 to establish CY2018 maximum solid waste rates. The General Manager stated that it is recommended that the Board review the proposed Notice of Intent and Public Hearing. He requested the Board set the public hearing to establish the CY2018 maximum solid waste rates for its regular meeting of Monday, October 23, 2017.

On motion of Director Long, seconded by Director Dillon-Knutson, and carried unanimously, the Board set the Public Hearing date of October 23, 2017, to hear public comments and consider adoption of a Resolution setting a proposed 5.04 percent maximum increase in refuse rates for Novato Disposal Services.

Dee Johnson and Jim Salyers left the meeting at 6:00 p.m.

BOARD MEMBER REPORTS AND REQUESTS:

- North Bay Water Reuse Authority (NBWRA) meeting, August 28, 2017. Director Long commented on his attendance at the NBWRA meeting, held at Novato City Hall. He stated that the NBWRA approved revisions to the Memorandum of Understanding and authorized its consideration and approval by the Member Agencies.

INFORMATIONAL ITEMS:

- Article from Popular Mechanics titled "Disgusting 150-ton "Fatberg" found in London sewer". The General Manager noted that the article was for informational purposes only. It was briefly discussed by the General Manager and the Board.

GENERAL MANAGER'S REPORT AND ANNOUNCEMENTS:

- The next regular Board meeting will be held Monday, October 9th at 5:30 p.m.

ADJOURNMENT: There being no further business to come before the Board, President Peters adjourned the meeting at 6:04 p.m.

Respectfully submitted,

Sandeep Karkal
Secretary

Julie Hoover, Recording