

**ROSS VALLEY SANITARY DISTRICT  
REGULAR BOARD MEETING MINUTES**

Wednesday, February 15, 2023  
5:00 PM

Via Zoom

Directors Present: Michael Boorstein  
Thomas Gaffney  
Doug Kelly  
Pamela Meigs  
Mary Sylla

Directors Absent: None

Staff/Consultants Present: Steve Moore, General Manager  
Felicia Newhouse, Assistant General Manager  
Andrea Clark, District Counsel  
Paul Bruemmer, Operations & Maintenance Manager  
Corey Spray, Finance Supervisor  
Rhodora Biagtan, West Yost  
Patrick Johnston, West Yost  
Josh Steiner, West Yost

Public Present: Loren Umbertis, City of Fairfax  
Mike McLennan  
Thomas Carmody  
Bob  
Stephen Keese

*Note: These minutes do not represent a transcript of the meeting and are intended to be a summary of the most important points. For a complete record, please refer to the video recording of the meeting, which will be available on the District's website at [www.rvsd.org](http://www.rvsd.org).*

**Item # 1 – Call Meeting to Order and Roll Call**

The meeting was called to order by President Gaffney at 5:01 p.m. The Board Clerk called roll. The meeting attendees recited the Pledge of Allegiance.

**Item # 2 – Approval of Agenda**

<b>Motion:</b> M/s Sylla/Boorstein to Approve the Amended Agenda
<b>Vote:</b> Ayes: Boorstein, Kelly, Meigs, Sylla, Gaffney Noes: None Absent: None Abstain: None
The motion passed.

The motion as stated above carried via a roll-call vote.

**Item # 3 – Open Time for Public to Raise Items Not on Agenda or for Future Agendas**

There was no public comment or requests for future items.

**Item # 4 – Committees Report Out**

CASA Winter Conference – The Board members who attended the conference reported on their experiences. Director Boorstein reviewed a presentation on PFAs and their presence in products. Director Meigs said she attended useful roundtable sessions. Director Kelly mentioned the CSDA scholarship fund and requested a future agenda item for a District donation.

Finance Committee – Director Sylla reported that the Committee reviewed the monthly financial report and the surplus disposal item on the Consent Calendar.

Central Marin Sanitation Agency (CMSA) – Director Kelly reported that CMSA won five CWEA awards including one for the digesters. They reviewed an agreement for centrifuge dewatering and a draft five-year revenue plan. Director Boorstein added further detail on the centrifuge dewatering item because the consultant will test the machines before completing project design. President Gaffney reviewed the financial needs that directed the draft revenue plan.

North Bay Watershed Authority (NBWA) – Director Meigs reviewed the presentation from the recent NBWA meeting about Sonoma Water resiliency efforts. This presentation included risk drivers, study plan, and drought management solutions.

**Item # 5 - Verbal Report by General Manager**

GM Moore reported that the site plan for 1111 Andersen was submitted for design review with the City of San Rafael, and the next step is administrative zoning review. Also, the first-floor concrete is set to be installed.

He also reported that the District was selected as a finalist for the statewide CWEA Small Collection System of the Year Award. Judges will be touring the District on February 28.

Lastly, he stated the District is working with the City of Larkspur to modify the open space section of the 2007 map of 2000 Larkspur Landing.

**Item # 6 - Verbal Report by Board Members and Requests for Future Items**

President Gaffney reiterated a request from Director Kelly for a future item on contributing to the CSDA scholarship fund.

**Item # 7 – Consent Calendar**

<b>Motion:</b> M/s Boorstein/Kelly to Accept Items in the Consent Calendar
<b>Vote:</b> Ayes: Boorstein, Kelly, Meigs, Sylla, Gaffney Noes: None. Absent: Abstain: None.
The motion passed.

President Gaffney requested a staff presentation on the monthly financial report. Finance Supervisor Corey Spray reviewed the highlights for this item, including total revenue and investments. He described the destinations for monthly expenditures. He also reviewed the monthly check register. There was no public comment for this item.

The motion as stated above carried unanimously via a roll-call vote.

### **Item # 8 – Informational Items**

For Item 8.a., GM Moore reviewed specific items on the metrics report including the circumstances of the three sewer spills and the corrective action plans. Director Boorstein said he spoke with the CMSA General Manager who suggested that the geography of the storm cells potentially affected the RVSD influent. Operations & Maintenance Manager Paul Bruemmer commended storm watch staff for their teamwork during the wet season. He also told the Board about efforts to update emergency response and integrate specific lift stations onto the CMSA SCADA system. Lastly, he described the Condition Assessment crew testing private laterals in need of repair. Director Kelly asked for a graphic that includes lateral replacement figures since the start of the program. AGM Newhouse thanked O&M Manager Bruemmer for championing the lateral compliance program.

GM Moore introduced Item 8.b. and provided contextual information on the capacity evaluation. This study updates a 2006 document and intends to see if the capacity projects are still necessary with all the completed capital improvements. He introduced the consultants who completed the capacity study. Rhodora Biagtan from West Yost introduced the presentation and the documents that informed the study. Patrick Johnston explored the improvement highlights to the system, the evaluation criteria, the recommended capacity project, and the methods to address specific capacity issues. GM Moore helped orient the Board on the exact location in Fairfax and added that the District already employs many of the mitigation methods. Director Meigs asked if RVSD met with town stakeholders, and GM Moore responded that they met with leadership. Loren Umbertis, the Fairfax Director of Public Works, commented that he spoke with GM Moore, and he echoes concerns that construction in this area would be very disruptive. Director Kelly urged Mr. Umbertis to coordinate with homeowners in the area to replace their laterals in conjunction with this work.

Lastly, in Item 8.c., GM Moore introduced this item and reminded the Board that Woodacre community stakeholders requested that the study extend its scope to model what system changes would be necessary to accommodate the San Geronimo Valley. This study does not include a cost estimate for annexation or installation of sewer infrastructure in the region. Patrick Johnston reviewed the details of infrastructure requirements like a new pump station, force main, and gravity sewer. Director Kelly asked the consultant how they reached their figure on 1.27 million gallons per day from the neighborhood, and he shared data including water usage from the County indicating the usage may be significantly lower. Mr. Johnston said he would review and consider the new information. President Gaffney asked if the projected cost of \$46 million included cost sharing, and GM Moore responded that the majority of the cost would have to be borne by San Geronimo Valley residents. Director Meigs asked questions about the capacity project in Fairfax and multiagency involvement in annexing additional areas.

Mike McLennan, a member of the public, reviewed a 2017 study from Questa Engineering that proposed a treatment plant in Woodacre. He asked who initiated the RVSD study and whether

construction of the pump station is included in the price. GM Moore responded that a community working on the wastewater plant contacted the District to understand the feasibility cost. Therefore, the District added it to the larger scope of the study. Also, no construction is included in the costs of expanding the system to the industry standards. Mr. Johnston from West Yost reviewed the study to consider aging and the system capacity.

**Adjourn:** The Board adjourned at 7:04 p.m.



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Michael Boorstein  
Secretary of the Board

Submitted by:  \_\_\_\_\_  
Clerk of the Board