

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

Wednesday, February 15, 2023
5:00 PM

CMSA, 1301 Andersen
Dr., San Rafael

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
Phil Benedetti, Senior Engineer

Public Present: David Vierra, Heritage Land Company
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.

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 – Adjourn to Closed Session

The Board adjourned to Closed Session at 5:02 p.m.

Item # 3 – Closed Session

- a) Conference with Labor Negotiator – Govt. Code 54957.6. Agency designated representatives: Patrick Clark, Steve Moore

Item # 4 – Reconvene to Open Session

The Board reconvened to Open Session at 6:09 p.m.

Item # 5 – Report on Action Taken by the Board During Closed Session, If Any, Pursuant to California Government Code Section 54957.1

There was nothing to report from Closed Session.

Item # 6 – Approval of Agenda

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

The Board agreed to consider Item 12 after Item 7 to accommodate a present consultant.

The amended motion as stated above carried unanimously.

Item # 7 – 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 # 12 – Consideration of Authorizing the General Manager Upon Review and Approval of Counsel to Execute Amendment No. 1 to the Contract for Real Estate Services with Century Urban Not to Exceed \$50,000

Motion: M/s Sylla/Meigs to Authorize the General Manager Upon Review and Approval of Counsel to Execute Amendment No. 1 to the Contract for Real Estate Services with Century Urban Not to Exceed \$50,000
Vote: Ayes: Boorstein, Kelly, Meigs, Sylla, Gaffney Noes: None. Absent: Abstain: None.
The motion passed.

GM Moore introduced this item and reviewed Century Urban’s work since they were hired in 2020. They accomplished a great deal under the current contract to prepare the District for the next steps regarding the Larkspur Landing property. The Surplus Land And (SLA) and the Larkspur General Plan update will require additional reporting and consultation.

Bryant Sparkman of Century Urban described the current project team, their previous work for the District, and reviewed the proposed additional scope of services. Director Kelly asked if there was a General Plan timeline update, and Mr. Sparkman responded that Land Use Counsel, Riley Hurd, is working closely with the City. Director Meigs asked questions about the project timeline, and Director Boorstein asked about property valuation. Mr. Sparkman answered these questions and reviewed the present mechanisms to assess value. President Gaffney asked if the already completed work was still valid, and Mr. Sparkman said that it will aid in future RFP preparation.

The motion as stated above carried unanimously.

Item # 8 – Committees Report Out

Ad Hoc Facilities Committee – Director Boorstein reported that they visited the 1111 Andersen property after construction slowdowns. The Committee reviewed the degree of work that still needs to be completed.

Finance Committee – Director Sylla reported that the Committee discussed most of the items on the agenda, and the monthly financials are in order.

Central Marin Sanitation Agency (CMSA) – Director Kelly reported the resolution in appreciation of the former CMSA clerk. They also reviewed salinity reduction study but noted that salinity is already reduced due to changes in cleaning methods and odor control materials.

North Bay Watershed Authority (NBWA) – Director Meigs noted that Jean Mariani is the new NBWA chair. She also reviewed the presentation from the recent NBWA meeting regarding the status of federal and state grant funding opportunities. Director Boorstein noted that a common requirement is American manufactured components, which can be difficult with specialized equipment.

Item # 9 - Verbal Report by General Manager

GM Moore shared a commendation email from a ratepayer of Collection System Workers working during the atmospheric river.

Then, he shared the screen to show easement remediations and cleared brush which also aids in fire prevention. The Board discussed the contractors completing this work and initiatives to coordinate with homeowners.

Lastly, GM Moore announced the District received the CWEA Statewide Small Collection System of the Year. Judges toured with staff last month, and the CWEA President intends to attend the May Board meeting.

Item # 10 - Verbal Report by Board Members and Requests for Future Items

There were no reports by Board members or requests for future items.

Item # 11 – Consent Calendar

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

President Gaffney noted some specific items on the monthly financial report.

The motion as stated above carried unanimously.

Item # 13 – Consideration of Approving Contract Change Order No. 1 in the Amount Not to Exceed \$106,178 for Additional Work on the PS14, 24, 25 Larkspur Pump Stations Improvements Project (#906) with Pacific Infrastructure Corporation

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

GM Moore introduced this item and the initial project was approved in 2021 in order to give these pump stations reliable backup power. The replacement generators for PS 24 and PS25 are still on backorder. Senior Engineer Philip Benedetti said this is a catch all for multiple categories of work, and the change order organizes them by type. President Gaffney confirmed that all prices are negotiated with Construction Manager review. Director Meigs noted that this document was easy to read and understand.

The motion as stated above carried unanimously.

Item # 14 – Consideration of Approving Contract Change Order No. 4 in the Amount Not to Exceed \$104,610 for Additional Work on the FY 22/23 Gravity Sewer Improvements Project (#953) with Glosage Engineering, Inc.

Motion: M/s Kelly/Boorstein to Approve Contract Change Order No. 4 in the Amount Not to Exceed \$104,610 for Additional Work on the FY 22/23 Gravity Sewer Improvements Project (#953) with Glosage Engineering, Inc.
Vote: Ayes: Boorstein, Kelly, Meigs, Sylla, Gaffney Noes: None. Absent: Abstain: None.
The motion passed.

GM Moore introduced this item and reviewed the previously approved change orders. Senior Engineer Benedetti noted the dramatic improvements by sealing up abandoned pipe and manholes. The Town of San Anselmo will slurry this road this summer, so it is useful to make these repairs now.

President Gaffney noted that the pipe being replace is 90 years old. Member of the public Stephen Keese asked if the mains are replaced in addition to sealing taps. GM Moore responded that the mains will be replaced including diameter increases and upgrading lower laterals of affected homes. The Board discussed the capacity issues of this section of pipe, potential remediations, and future capacity study locations.

The motion as stated above carried unanimously.

Item # 15 – Informational Items

For Item 15.a., GM Moore reviewed the CMSA flow comparison of January and February, lift station upgrades, and wet weather modifications. Operations & Maintenance Manager Paul Bruemmer discussed operations activities from February.

Adjourn: The Board adjourned at 7:42 p.m.



Michael Boorstein
Secretary of the Board

Submitted by: 
Clerk of the Board