

**Regular Board Meeting Minutes  
at Sanitary District No. 5 of Marin County  
Thursday, March 16<sup>th</sup>, 2023**

**5:00 P.M. REGULAR BOARD MEETING**

Teleconference Location:  
Director Richard Snyder  
10 Pomander Walk  
Belvedere CA 94920

PURSUANT TO THE RALPH M. BROWN ACT, ALL VOTES SHALL BE BY ROLL CALL DUE TO DIRECTOR SNYDER TELECONFERENCE FROM 10 Pomander Walk Belvedere CA 94920

**ROLL CALL:**

Directors Present: 1702 hrs.  
Tod Moody, President  
Omar Arias Montez, Vice President  
John Carapiet, Secretary  
Richard Snyder, Director - Teleconference  
Catherine Benediktsson, Director

Staff Present: Tony Rubio, Robin Dohrmann  
Legal Counsel: Benjamin L. Stock, Esq.  
Consultants: Gabe Sasser, Rick Simonson  
(HF&H Consultants)

**PUBLIC COMMENTS:** The public is invited to address the Board on items that do not appear on the agenda and are within the subject matter jurisdiction of the Board. The Brown Act does not allow the Board to take action on any public comment. Please limit public comments to no more than three minutes.

No public comments at this time.

**DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS:**

- Secretary Carapiet requested a status report re non-compliant sewer laterals in the service area, as it relates to (I&I) Inflow & Infiltration

**CONSENT CALENDAR:**

Director Carapiet asked to pull Item No. 3 for discussion regarding PG&E bill.

- Motion to review and adopt Resolution No. 2023-01: A Resolution proclaiming the continuing need to meet by teleconference in accordance with Government Code Section 54953 –(Rubio)
- Approval of January 19<sup>th</sup>, 2023, Regular Board Meeting Minutes (Rubio)
- Review and receive all electronic fund transfers (EFTs) and approve warrants from January 12<sup>th</sup>, 2022, through February 9<sup>th</sup>, 2023 (JP Morgan Chase Bank, check no. 9494 through check no. 9558, all transactions totaling \$288,998.00) and receive December 2022, payroll, in the sum of \$160,427.31 (Dohrmann)

Discussion by the Board. Motion (Snyder/Arias-Montez) to approve Items No. 1, 2 and 4. Passed (4-0-0-1). (Benediktsson absent).

**CONSENT CALENDAR (cont'd):**

Returning to Item No. 3. at Consent Calendar: Manager Rubio explained the PG&E increase was related to Wet Weather pumping during late December and early January storms with biggest energy users being the Main Plant wet weather pumps operation and continuous Cove Road pump station wet weather pumps and mar west pump station pump operations. Motion (Snyder/Carapiet) to approve Item #3 on the Consent Calendar. Passed (5-0-0-0).

**President Moody asked to move to item #5 on the Agenda (5:08 p.m.).**

**NEW BUSINESS:**

5. Review and discuss SD5 Rate Study Progress / Discovery presentation by HF&H Consultants (HF&H) - (Rubio) – Action

Discussion by the Board. Direction given by the Board to finalize the SD5 Sewer Rate Study under the 1-zone scenario. Motion (Snyder/Arias-Montez) to direct HF&H to finalize the 1-zone sewer rate scenario. Passed (5-0-0-0).

**President Moody asked to return to item #4 on the Agenda (5:58 p.m.).**

**MANAGEMENT REPORTS:**

4. District Manager Summary Report (Rubio)

Manager Rubio presented report - answered questions from the Board.

**NEW BUSINESS (Cont'd):**

6. Review and accept changes to the Preliminary Fiscal Year 2023-2024 Budget for final consideration and for noticing the Fiscal Year 2023-2024 Budget public hearing (Rubio) – Action

Discussion by the Board. Motion (Arias-Montez/Snyder) to accept changes to the Preliminary Fiscal Year 2023-2024 Budget for final consideration and noticing the Fiscal Year 2023-2024 Budget Public Hearing. Passed (5-0-0-0-0).

7. Review and discuss (Draft) Sewer Lateral CCTV (Closed Circuit Television) Policy for possible adoption (Rubio) – Action

Discussion by the Board. Motion (Snyder/Benediktsson) to accept and adopt lateral video submittals via streamlined closed circuit television (CCTV) for Sanitary District No. 5 of Marin County's lateral inspections. Passed (5-0-0-0-0).

**UNFINISHED BUSINESS**

**COMMITTEE REPORTS:**

8. Capital Improvement Program Committee (Carapiet/Arias-Montez)
9. Finance & Fiscal Oversight Committee (Arias-Montez/Snyder)
10. Governance Committee (Snyder/Benediktsson) – N/A

**COMMITTEE REPORTS (Cont'd):**

11. Personnel Committee (Snyder/Carapiet) – N/A
12. Ad Hoc Committee – Paradise Drive (Carapiet/Benediktsson) – N/A

**OTHER BUSINESS:**

President Moody advised LAFCO seats are open for anyone interested in applying.  
Secretary Carapiet - Belvedere community foundation doing shredding event May 9 for anyone interested.

**ENVIRONMENTAL:**

**CORRESPONDENCE:**

**INFORMATIONAL ITEMS:**

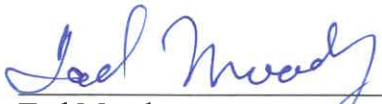
13. CSRMA (California Safety Risk Management Authority) Memorandum: FY23-24 Property Market Update-Insurance

**ADJOURNMENT: 1827hrs**

The Board will be asked to adjourn the meeting to a Regular Board Meeting on April 20<sup>th</sup>, 2023, at 5:00 P.M.

Approved:

Attest:

  
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Tod Moody  
President, Board of Directors

  
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John Carapiet  
Secretary, Board of Directors