

**Minutes of a Special Board Meeting
at Sanitary District No. 5 of Marin County Meeting Room
2001 Paradise Drive, Tiburon, CA 94920
Thursday, September 17, 2015**

5:00 P.M. SPECIAL BOARD MEETING

CALL TO ORDER by President Lasky at 5:04 P.M.

ROLL CALL

Directors present:	Michael Lasky, President John Carapiet, Secretary Catharine Benediktsson, Director Tod Moody, Director
Directors Absent:	Richard Snyder, Vice President
Staff present:	Tony Rubio, District Manager

CLOSED SESSION:

1. Convene to Closed Session (the public may provide comments regarding the closed session item(s) just prior to the Board beginning the Closed Session. Closed sessions are not open to the public.
 - a. Closed Session pursuant to Section 54957(b)(1) – Employee Performance Evaluation
 - i. Employee – District Manager
 - b. Conference with Real Property Negotiators
 - i. Government Code Section 54956.8
 1. Property: (APN 059-181-07)
 2. District Negotiator: Tony Rubio, District Manager
 3. Negotiating Parties: Sanitary District No. 5, Yujie Ma, Jay Behmke and Kathleen Clancy
 4. Under Negotiation: Price and Terms
 - c. Conference with Legal Counsel– Anticipated Litigation
 - i. Significant exposure to litigation pursuant to Section 54956.9(d)(2): (2 potential cases)
2. Report out any action taken in Closed Session.

No reportable action taken.

Report out of Closed Session at 5:52 P.M.

OPEN SESSION:

CALL TO ORDER by President Lasky at 5:55 P.M.

ROLL CALL

Directors present:	Michael Lasky, President Richard Snyder, Vice President (6:04 P.M.) John Carapiet, Secretary Catharine Benediktsson, Director Tod Moody, Director
Staff present:	Tony Rubio, District Manager Robin Dohrmann, Administrative / Finance Specialist

PUBLIC COMMENTS: The public is invited to address the Board on items that do not appear on the agenda and that 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 were made at this time.

DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS

- Secretary Carapiet requested DM Rubio contact Atty. P. Smith to confirm that SD5 no longer needs his services
- Director Benediktsson requested to see the original signed and County-recorded Pt. Tiburon documents
 - DM Rubio confirmed hand-delivery of Pt. Tiburon documents to Recorder's Office and the receipt of the returned, signed and recorded (7.17.15) documents from the County of Marin

CONSENT CALENDAR

3. Approval of August 13, 2015, Regular Board Meeting Minutes (Dohrmann)
4. Approval of all Electronic Fund Transfers (EFT) and Warrants for August 7th through September 10th, 2015; Check No. 7943 through Check No. 8004, in the amount of \$820,701.64 (Dohrmann)
5. Receipt of Financial Reports for August, 2015 (Dohrmann)

Discussion by the Board. Motion (Benediktsson/Carapiet) to approve Consent Calendar Items No. 3 through No. 5. Passed (4-0-0-1).

MANAGEMENT REPORTS

6. District Management Summary Report (Rubio)

District Manager, Tony Rubio, presented a written and verbal report on current District issues, responding to questions from the Board. Discussion by the Board.

NEW BUSINESS

7. Review and Approval of Minimum Staffing Requirements for SD5 (Rubio) – Action

Discussion by the Board. Motion (Snyder/Benediktsson) to approve minimum staffing requirements for SD5. Passed unanimously (4-0-0-0).

8. Review and Consideration of District Manager to Authorize Nute Engineering to Perform Cove Road Force Main Condition Assessment and Provide Rehabilitation Options (Rubio) – Action

Discussion by the Board. Motion (Benediktsson/Snyder) to have DM Rubio authorize Nute Engineering to perform the scope of services provided in the Cove Road Force Main Assessment Proposal and perform Option A of the Rehabilitation Options (Beach Rd. Pump Station #6) provided on August 20, 2015; all work not to exceed \$27,990.00 (twenty seven thousand, nine hundred ninety dollars only). Passed unanimously (4-0-0-0).

UNFINISHED BUSINESS:

None.

COMMITTEE REPORTS:

9. Capital Improvement Program Committee (Lasky/Carapiet) - Action Item Log provided

10. Governance Committee (Snyder/Benediktsson)

11. Finance & Fiscal Oversight Committee (Benediktsson/Moody) - Action Item Log provided

12. Personnel Committee (Carapiet/Snyder)

OTHER BUSINESS: None.

ENVIRONMENTAL: None.

CORRESPONDENCE: None.

INFORMATIONAL ITEMS: None.

Report out of Open Session at 6:42 P.M.

CLOSED SESSION:

CALL TO ORDER by President Lasky at 6:44 P.M.

ROLL CALL Directors present: Michael Lasky, President
 Richard Snyder, Vice President
 John Carapiet, Secretary
 Catharine Benediktsson, Director
 Tod Moody, Director

 Staff present: Tony Rubio, District Manager

1. Convene to Closed Session (the public may provide comments regarding the closed session item(s) just prior to the Board beginning the Closed Session. Closed sessions are not open to the public.
 - a. Closed Session pursuant to Section 54957(b)(1) – Employee Performance Evaluation
 - i. Employee – District Manager

No action or direction given.

Report out of Closed Session at 7:04 P.M.

ADJOURNMENT

The Board adjourned at 7:05 p.m. to a Special Board Meeting on October 15th, 2015, at 5:00 p.m. at the Main Plant of Sanitary District No. 5 of Marin County, located at 2001 Paradise Drive, Tiburon, California.

Approved:



Michael Lasky
President, Board of Directors

Attest:



John Carapiet
Secretary, Board of Directors