

**NOTICE AND AGENDA
Regular Board Meeting
at Sanitary District No. 5 of Marin County
Thursday, December 16, 2021**

5:00 P.M. REGULAR BOARD MEETING

COVID-19 ADVISORY NOTICE

Consistent with Assembly Bill 361 revising Government Code section 54953, and Resolution No. 2021-07 of this Board enacted in accordance therewith, the Meeting will not be physically open to the public and all Board Members and Staff will be teleconferencing into the meeting.

How to Submit Public Comments:

Comments submitted prior to the commencement of the meeting will be presented to the Board and included in the public record for the meeting.

Public Comments are to be submitted via email to rdohrmann@sani5.org.

In addition, members of the public who are calling in, will have the opportunity to provide public comments by following the steps below:

How to Participate in the Meeting:

Join Zoom Meeting by clicking on the following link:

<https://us02web.zoom.us/j/6230620778>

Meeting ID: 623 062 0778

or join by phone:

Call in number: (669) 900-9128 Participant Code: 623 062 0778

ROLL CALL

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.

DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS:

CONSENT CALENDAR:

1. Review and Affirm Ordinance No. 2021-07: A Resolution proclaiming the continuing need to meet by teleconference in accordance with Government Code Section 54953 (Rubio)
2. Approval of November 18, 2021 Regular Board Meeting Minutes (Dohrmann)
3. Review and receive all electronic fund transfers (EFTs) and approve warrants from November 11th through December 8th, 2021 (JP Morgan Chase Bank, check no. 8593 through check no. 8647, all transactions totaling \$383,556.62) and receive November 2021 payroll, in the sum of \$161,023.10 (Dohrmann)
4. Receipt of Financial Reports for November 2021 (Dohrmann)

MANAGEMENT REPORTS:

5. District Management Summary Report (Rubio)

NEW BUSINESS:

6. Proclamation for SD5 retiree, Steve Driscoll – Action (Rubio)
7. Discussion re SD5 administrative / scanning workload and recommendation to hire a part-time administrative assistant – Action (Rubio)
8. Discussion re subcontracting document management (scanning, archiving and shredding) SD5 historical documents – discussion only (Rubio)
9. Discussion regarding the Main Plant Generator Control Panel Upgrade and transfer switch part replacement and troubleshooting work for the month of November – discussion only (Rubio)
10. Consideration of CASA Winter Conference attendance – January 19-21 (Palm Springs) or CASA Washington D.C. Policy Forum, February 28 - March 1 – Action (Rubio)

UNFINISHED BUSINESS:

COMMITTEE REPORTS:

11. Capital Improvement Program Committee (Moody/Arias-Montez)
12. Finance & Fiscal Oversight Committee (Benediktsson/Arias-Montez)
13. Governance Committee (Moody/Carapiet)
14. Personnel Committee (Benediktsson/Snyder)
15. Renewable Energy Strategies Ad Hoc Committee (Carapiet/Moody) – verbal report

OTHER BUSINESS:

ENVIRONMENTAL:

CORRESPONDENCE:

INFORMATIONAL ITEMS:

CONVENE TO CLOSED SESSION:

16. 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
Employee – District Manager

17. Report out of Closed Session

RECONVENE TO OPEN SESSION:

18. Discuss and possible action to increase District Manager's compensation under Employment Contract and award of a one-time incentive payment to District Manager

ADJOURNMENT

The Board will be asked to adjourn the meeting to a Regular Board Meeting on January 20, 2021, at 5:00 P.M.

The Board of Directors may, at its discretion, consider agenda items out of the order in which they appear above. Accessible public meetings: Upon request, the District will provide written agenda materials in appropriate alternate formats, or disability-related modification or accommodation, including auxiliary aids or services to enable individual with disabilities to participate in public meetings. Please submit written requests to the District at P.O. Box 227, Tiburon, CA 94920 or rdohrmann@sani5.org at least two days prior to the meeting.