

MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
RICHARDSON BAY SANITARY DISTRICT

November 21, 2017

The Richardson Bay Sanitary District Board of Directors met in Regular session on Tuesday, November 21, 2017. The place of meeting was the Richardson Bay Sanitary District office at 500 Tiburon Boulevard, Tiburon, California.

The meeting was called to order by President Slavitz at 4:00 p.m.

1. CALL TO ORDER AND ROLL CALL

Board Members present: Jeff Slavitz, Frank Trusheim, Sue Benvenuti, David Eklund, Ron Kosciusko

Board Members absent: None

District Staff present: Johnny Tucker, District Manager
Paula Pfeffer, Recording Secretary

District Staff absent: None

Guests present: None

2. APPROVAL OF AGENDA ORDER

Director Kosciusko requested that the agenda order be changed by moving Item #5, Old Business to Item# 9.

The motion to accept the change in the agenda order M/S Benvenuti, Trusheim passed unanimously.

3. ORAL COMMUNICATIONS FROM THE PUBLIC ON ITEMS NOT ON THE AGENDA

No members of the public were present.

4. CONSENT CALENDAR

The Consent Calendar was unanimously approved as amended, M/S Trusheim, Eklund.

5. OLD BUSINESS

a. Policy Manual Review

The Board reviewed and discussed a portion of Section 2 “Personnel Policies and Procedures” of the revised policy manual. The Board will continue to review the remaining portion at the next Board meeting.

6. FINANCIAL MATTERS

The financial matters were accepted, M/S Eklund, Trusheim the motion passed unanimously.

7. SASM REPORT

1. Director Trusheim reported in writing on the October 19, 2017 meeting.
2. SASM Meeting for November - Cancelled

8. MANAGER’S REPORT

A. District Collection System Operations

1. Pump Stations

- a) All District Pump Stations are operating smoothly.
- b) Electrix has completed the pump station electrical panel PM’s. We have a small punch list of repairs to complete.
- c) Update of Pump Station bypass capabilities:
Manager Tucker explained that all pump stations but 3 (Del Mar, Cove II and Harbor Point IIB) would be able to be set up with flanges and SS fittings to allow District staff to divert the flow of sewage at the pump station in the event of an emergency force main rupture. The estimated cost for converting is \$14,000.00, the Board approved unanimously.

The two options for the 3 pump stations that could not be set up are to purchase a portable bypass pump (trash pump) at a cost of \$50,000 to \$80,000.00 or to install valves in the force main for each pump station at a cost of roughly \$100,000.00. Manager Tucker does not suggest installing the valves in the force main that may possibly change the integrity of the line. The Board requested that Manager Tucker review what the other Sanitary Districts’ have in place in the event of an emergency.

2. Line Maintenance

- a) There are no SSO’s to report this period.

B. General District Operations

1. All other District Operations are running smoothly.
2. Staff Safety training subject for the month was Fire Safety.
3. TG Plant Facility Roofing Estimates: only 2 contractors have responded with bids – Wedge Roofing at \$62,600 and Capstone at \$37,800.00, the budgeted amount was \$55,000. Manager Tucker recommended going with Capstone, the Board agreed. The work will not be scheduled until sometime next year prior to July 2018.
4. A Submission of Claim and a Summons has been presented to the District by Ulrike Steinbach, 142 Belvedere Drive, Mill Valley for a landslide that took place in January 2017. Ms. Steinbach claims that the substantial factors in causing the landslide was an improper abandonment of a sanitary sewer line by RBSD. District Staff has no knowledge of an abandoned sewer line on this property. The District currently has an easement on this property with an active sewer line. District staff reviewed the sewer line at the time of the landslide and the sewer line was not disturbed by the slide, is intact and functioning correctly. This claim and summons have been turned over to District Counsel and the District Insurance Company. Any further discussion of this pending litigation will be conducted in “Closed Session” with District Counsel.

9. NEW BUSINESS/INFORMATIONAL ITEMS

Director Kosciusko requested for the second time that District Staff look into the cost of installing solar panels at the TG Plant Facility. No other members of the Board agreed with the request. No action taken.

Director Kosciusko suggested that the Board write a letter to CSDA and Assembly member Marc Levine regarding changing CalPERS Pension Plans to allow defined contribution plans. No other members of the Board agreed with the suggestion. No action taken.

10. ADJOURNMENT

The motion to adjourn the meeting at 5:25 p.m. was approved unanimously, M/S Eklund, Slavitz.

Reviewed by _____

APPROVED _____
President

Secretary