

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

December 18, 2018

The Richardson Bay Sanitary District Board of Directors met in Regular session on Tuesday, December 18, 2018. The place of meeting was the Richardson Bay Sanitary District office at 500 Tiburon Boulevard, Tiburon, California.

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

1. CALL TO ORDER AND ROLL CALL

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

Board Members absent: Frank Trusheim

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

District Staff absent: None

Guests present: Kathryn Harris

2. APPROVAL OF AGENDA ORDER

Director Slavitz suggested that Item #3 Oath of Office be moved to the end of the agenda, the board agreed. The motion to accept the agenda order as amended M/S Eklund, Kosciusko, passed unanimously.

4. PRELIMINARY DRAFT AUDITED FINANCIAL STATEMENTS FOR THE YEARS ENDED JUNE 30, 2018 - PRESENTED BY PEROTTI & CARRADE, CPA FIRM

Kathryn Harris of Perotti and Carrade, CPA's presented the audit draft to the Board.

The Board unanimously approved the Audit Draft for Fiscal Year 2018-17, M/S Kosciusko, Eklund.

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

No members of the public were present.

6. CONSENT CALENDAR

The Consent Calendar was unanimously approved with a spell correction, M/S Kosciusko, Eklund.

7. FINANCIAL MATTERS

The financial matters were accepted, M/S Koscuisko, Benvenuti, the motion passed unanimously.

8. MARIN LOCAL AGENCY FORMATION COMMISSION – CALL FOR NOMINATIONS

LAFCO is calling for nominations for a regular special district member and an alternate special district member. District staff will check in to see if Lew Kious, the current alternate, is interested in either position.

No action was taken.

9. OLD BUSINESS

a. Policy Manual Review

The Board reviewed the last of the unresolved issues and a rough draft will be prepared for final review.

b. Reclamation Water System – Chlorinated Water Polishing Basins/Town of Tiburon Informal Interests in Purchasing RBSD Land

Manager Tucker explained that the District has been notified by the Town of Tiburon that they will permanently be discontinuing the use of recycled water from RBSD and will be transitioning to metered, potable water from MMWD.

RBSD is only allowed by the California Regional Water Quality Control Board permit to use reclaimed water for McKegney Green and South of Knoll. The District is not allowed to distribute reclaimed water for any other use. Therefore keeping the basins active would be fruitless.

Nute Engineering has informally spoken with California Regional Water Quality Control Board regarding the possible decommissioning of the Reclamation Water Systems – Chlorinated Water Polishing Basins and the permit allowing production and distribution of reclaimed water. CRWQCB has no issue with RBSD relinquishing the permit and backfilling the basins. The engineer's rough estimate for decommissioning and backfilling the basins is approximately \$240,000 to \$285,000.

As far as the Town of Tiburon's interests in the possible purchasing of the land that would be decommissioned, the Town is in the early stages of requiring environmental studies. There has been no formal notice from the Town. The Tiburon Fire Protection District has also shown interest in the property. The interest in possible purchasing of the RBSD land has been from outside entities and not generated by Richardson Bay Sanitary District Board of Directors.

10. MANAGER'S REPORT

A. District Collection System Operations

1. Pump Stations

- a) All Pump Stations are running smoothly.
- b) We are experiencing some PG&E power surges at Cove 1 pump station likely due to a failing PG&E Transformer. Staff is working with PG&E to get the Transformer replaced prior to any catastrophic loss of RBSD equipment.

2. Line Maintenance

- a) There are no SSO's to report this period.
- b) A small point repair to the 6" gravity line on Geldert Drive was completed by SewerTek.

B. General District Operations

- 1. All other District Operations are running smoothly.
- 2. Staff Safety training subject for the month was "Before you turn the key".
- 3. Emergency repair by Linscott Engineering to a 12" storm drain pipe on our property at Seminary Drive. This is a multi-agency emergency repair with the County of Marin to prevent roadway flooding.

11. ROTATION OF OFFICERS

Annual rotation of officers was tabled until the January 15, 2019 regular scheduled Meeting.

12. NEW BUSINESS/INFORMATIONAL ITEMS

The regular monthly agenda item "SASM REPORT" was removed for the December agenda because the SASM Meeting for November 2018 was cancelled. RBSD Representative Jeff Slavitz does not have anything to report. The December SASM meeting has been cancelled as well.

Director Kosciusko explained to the Board that he had heard that a new Seminary Housing Project was in the works. Director Kosciusko wanted to know if RBSD would be affected in anyway and if so, how could the District be helpful, if at all. Manager Tucker explained that the District has not received anything from the County of Marin regarding this new project and that it must still be in the very early stages of development. The District would benefit financially if new homes were being built. The District would collect an infrastructure fee, for each new home built, allowing connection to the District's sewer, as well as permits for the plumbing fixtures installed in the homes. The District's involvement in the development process of this project, would only come after the County of Marin had requested District input.

3. OATH OF OFFICE

Newly Elected Directors – Sue Benvenuti and Ron Kosciusko were sworn in by Notary Public, Paula Pfeffer. Frank Trusheim was not present to be sworn in.

13. ADJOURNMENT

The motion to adjourn the meeting at 6:25 p.m. was approved unanimously, M/S Benvenuti, Eklund.

Reviewed by _____

APPROVED _____

President

Secretary