

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

January 16, 2018

The Richardson Bay Sanitary District Board of Directors met in Regular session on Tuesday, January 16, 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 President Slavitz at 4:00 p.m.

1. CALL TO ORDER AND ROLL CALL

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

Board Members absent: Frank Trusheim

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

District Staff absent: None

Guests present: None

2. ROTATION OF OFFICERS

Annual rotation of officers was approved unanimously by the Board of Directors:
President – Frank Trusheim, M/S Kosciusko, Eklund
Secretary – Sue Benvenuti, M/S Eklund, Kosciusko
Finance Officer – Ron Kosciusko, M/S Eklund, Benvenuti
SASM Representative – Jeff Slavitz, M/S Benvenuti, Eklund
SASM Alternate – Ron Kosciusko, M/S Benvenuti, Eklund

3. APPROVAL OF AGENDA ORDER

Director Kosciusko requested that the agenda order be changed by moving Item #5, Old Business to Item# 10.

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

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

Deirdre McCrohan of The Ark Newspaper was present to observe. No members of the public were present.

5. CONSENT CALENDAR

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

6. 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.

7. FINANCIAL MATTERS

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

8. SASM REPORT

1. SASM Meeting for November 2017 – Cancelled
2. Director Trusheim reported in writing on the December 21, 2017 meeting.

9. MANAGER'S REPORT

A. District Collection System Operations

1. Pump Stations
 - a) All District Pump Stations are operating smoothly.
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 Communication Breakdown.
3. An Emergency Repair will need to be done on an easement line in the backyard of 132 Hacienda to repair a line damaged by a hillside on the property. Staff has been working with Nute Engineering and Miller Pacific Engineering to develop a plan for repairs. Board of Director agreed to hire Miksis Service, Inc. to complete the repair at a cost of \$9,000.00.
4. In regards to the 6" trash pump discussed at the November meeting, staff took a survey of surrounding districts and found that nearly all of them own a trash pump for emergency use. It would be a recommendation of mine that we consider purchasing a trash pump to further protect the district in the event of a major emergency. The cost

associated would be initial purchase of approximately \$50k-\$60k as well as approximately \$500-\$600 in annual maintenance. The Board of Directors agreed with the recommendation to purchase the trash pump.

10. NEW BUSINESS/INFORMATIONAL ITEMS

Due to conflicting commitments by the Board of Directors the February 20, 2018 meeting has been rescheduled for February 27, 2018.

11. ADJOURNMENT

The motion to adjourn the meeting at 5:38 p.m. was approved unanimously, M/S Eklund, Kosciusko.

Reviewed by _____

APPROVED _____
President

Secretary