

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

October 15, 2019

The Richardson Bay Sanitary District Board of Directors met in Regular session on Tuesday, October 15, 2019. 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, Ron Kosciusko, David Eklund,
Jeff Slavitz

Board Members absent: Frank Trusheim

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

District Staff absent: None

Guests present: None

2. APPROVAL OF AGENDA ORDER

The motion to accept the agenda order M/S Eklund, Kosciusko passed unanimously.

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

No members of the public were present.

4. CONSENT CALENDAR

Director Kosciusko motioned to remove the Minutes from the Consent Calendar to question an item in the District Manager's Report, Item #8, B. General District Operations, 5. CIP Trucks (2) have been ordered from Victory Chevrolet, motion was seconded by Director Eklund.

Director Kosciusko did not remember the discussion on the CIP Trucks being ordered. Manager Tucker explained that the purchase of 2 trucks had been approved in the Capital Improvement Plan portion of the 2019-2020 Budget and that he had reported that the trucks had been ordered. Other members of the Board recalled the conversation.

The motion to approve the Consent Calendar as presented passed by a vote of 3 to 1, M/S Benvenuti, Eklund, Slavitz; Noes: Kosciusko.

5. FINANCIAL MATTERS

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

6. OLD BUSINESS

Reclamation Water System – Chlorinated Water Polishing Basins
Nothing new to report.

7. SASM REPORT

President Trusheim reported on the September meeting in a written report. Manager Tucker informed the Board that the October meeting had been cancelled.

8. MANAGER'S REPORT

A. District Collection System Operations

1. Pump Stations

a) All Pump Stations are running 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. Roto Rooter is 100% complete with the Section "B" annual cleaning program.

3. A replacement of 86' of 6" sewer pipe on Belvedere Dr. in Mill Valley was completed by Glosage Engineering this segment was under an addition to the county road paving program and had minor roots and needed replacement before the county placed a moratorium on that particular roadway.

4. Review Procedure for Purchasing Equipment

Manager Tucker explained that Director Kosciusko had met with him to discuss the procedure for purchasing equipment prior to the Board Meeting. Director Kosciusko explained to the Board what he feels to be the correct order for purchasing equipment per the Policy Manual (see attachment). The Board did not agree with Director Kosciusko that written recommendations and proposals needed to be presented to the Board for purchases. Manager Tucker explained that all purchases had been approved by the Board prior to ordering. If it was a pipeline or pump station bid project that the Policy Manual procedure would be in effect.

5. Estimate for Policy Manual Review from Lewis Brisdois

Manager Tucker reported that the estimate to review the Policy Manual by the firm Lewis Brisdois is \$5,000.00. The Board decided to hold off on the

review at this time.

6. Staff Safety training subject for the month was "Fire Safety".

10. NEW BUSINESS/INFORMATIONAL ITEMS

Director Kosciusko motioned that a discussion on the pension plan and paying down the unfunded liability should be placed on the Agenda, the motion was seconded by Director Benvenuti. District Staff was directed to research financial professionals to review and discuss options with the Board.

11. ADJOURNMENT

The motion to adjourn the meeting at 5:01 p.m. was approved unanimously, M/S Benvenuti, Eklund.

Reviewed by _____

APPROVED _____
President

Secretary