

**Minutes of a Regular Board Meeting
at Sanitary District No. 5 of Marin County Meeting Room
2001 Paradise Drive, Tiburon, CA 94920
Thursday, October 19, 2017**

CALL TO ORDER by President Snyder at 5:00 P.M.

ROLL CALL

Directors present: Richard Snyder, President
John Carapiet, Vice President
Tod Moody, Secretary
Michael Lasky, Director
Catharine Benediktsson, Director (5:55pm)

Staff present: Tony Rubio, District Manager
Robin Dohrmann, Office Manager

Consultants present: Benjamin Stock, Burke, Williams, Sorensen, LLP

PUBLIC COMMENTS: The public is invited to address the Board on items that do not appear on the agenda and that 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.

No public comments were made at this time.

DIRECTORS' COMMENTS AND/OR AGENDA REQUESTS:

- V. President Carapiet requested D.M. Rubio keep a close eye on construction at Belvedere Pump Station #2

CONSENT CALENDAR:

1. Approval of September 21, 2017, Regular Board Meeting Minutes (Dohrmann)
2. Review and Receive all Electronic Fund Transfers (EFT); Approve Warrants for September 13th through October 12th, 2017, JP Morgan Chase Bank Check No. 5928 through Check No. 5963, all transactions totaling in the amount of \$267,860.32; and Review and Receive September 2017 Payroll in the amount of \$89,622.80 (Dohrmann)
3. Receipt of Financial Reports for September, 2017 (Dohrmann)
4. Upgrade LaserFiche Software to Include Automated Document Recognition and Field Population for Faster In-House Archival Processing of SD5 Historical Documents, from Ray Morgan Co. (Rubio)
5. Replace OPS 32 Data Storage Software (12 y.o.) with Proposed WIM Software for Lab Records & Reporting Information from Hach, Inc. (Rubio)

Discussion by the Board. Motion (Lasky/Carapiet) to approve the Consent Calendar, Items No. 1 through Item #3. Passed (4-0-0-1).

Director Snyder asked to discuss Items No. 4 & No. 5 separately.

Discussion by the Board on Item No. 4. Motion (Lasky/Carapiet) to approve Item No. 4 on the Consent Calendar. Passed (4-0-0-1).

Discussion by the Board on Item No. 5. Motion (Lasky/Carapiet) to approve Item No. 5 on the Consent Calendar. Passed (4-0-0-1).

MANAGEMENT REPORTS:

6. District Management Summary Report (Rubio)

District Manager, Tony Rubio, presented a written and verbal report on current District issues, responding to questions from the Board. Discussion by the Board.

President Snyder moved to Unfinished Business, Item No. 9, as described on the agenda, to this time.

UNFINISHED BUSINESS:

9. Revisit Discussion of Business Hours (Rubio) – Action

Discussion by the Board. Motion (Lasky/Carapiet) to close the SD5 office on Fridays. Passed (4-0-0-1).

President Snyder moved to New Business, Item No. 7, as described on the agenda, to this time.

NEW BUSINESS:

7. Review Proposal & Presentation for GovInvest Software, re Real-Time Reporting for SD5's Pension & OPEB Balances and Actuarial Potentials (Rubio)

Demonstration made by Jasmine Nachtigall-Fournier, of GovInvest, presenting and responding to questions from the Board and Staff via the actuarial software. Discussion by the Board.

8. Review San Francisco State University Romberg Center's Request for Connection Fee Waiver (Rubio) – Action

Discussion by the Board. Motion (Carapiet/Benediktsson) to the deny request from SFSU Romberg Center for connection fee waiver from SD5. Passed unanimously.

COMMITTEE REPORTS:

10. Capital Improvement Program Committee (Moody/Carapiet) - Action Item Log & verbal report

11. Governance Committee (Benediktsson/Snyder) - None

12. Finance & Fiscal Oversight Committee (Carapiet/Moody) - Action Item Log & verbal report
13. Personnel Committee (Lasky/Benediktsson) - None
14. Tiburon Pump Station #4 Ad Hoc Committee (Benediktsson/Carapiet) - None

OTHER BUSINESS: None

ENVIRONMENTAL: None

CORRESPONDENCE: None

INFORMATIONAL ITEMS: None


ADJOURNMENT TO CLOSED SESSION

ADJOURNMENT

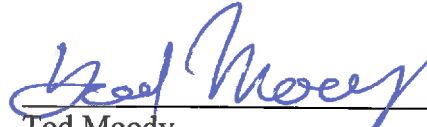
The Board adjourned at 6:50 p.m. to a Regular Board Meeting on November 16th, 2017, at 5:00 p.m. at the Main Plant of Sanitary District No. 5 of Marin County, located at 2001 Paradise Drive, Tiburon, California.

Approved:

Attest:



Richard Snyder
President, Board of Directors



Tod Moody
Secretary, Board of Directors