

Catharine Benediktsson, President
William Teiser, Vice President
Roy Fedotoff, Secretary

Richard Snyder, Director
Michael Lasky, Director

Item # 2

**Sanitary District No. 5 of Marin County
Minutes of a Special Board Meeting
at Sanitary District No. 5 of Marin County Meeting Room
2001 Paradise Drive, Tiburon, California
Friday, April 6, 2012, 1:00 p.m.**

CALL TO ORDER by Pres. Benediktsson at 1:03 p.m.

ROLL CALL: Directors present:

Catharine Benediktsson, President
William Teiser, Vice President
Roy Fedotoff, Secretary
Michael Lasky
Richard Snyder

Staff present:

Robert L. Lynch, District Manager
Samantha Miller, Office/Finance Manager
Lynn Henriksen, Administrative Assistant

Consultants present:

Riley Hurd, District Legal Counsel

PUBLIC OPEN TIME: No public comments were made.

CLOSED SESSION at 1:05 p.m.

Consideration of Public Employee Appointment
Government Code 54957(b)(1)
Title: District Manager

OPEN SESSION at 2:36 p.m.

Pres. Benediktsson announced that the Board of Directors took the following action during the Closed Session regarding the position of District Manager for Sanitary District No. 5 of Marin County:

1. The Board has decided to restructure the District's management.
2. The Board has decided to offer co-manager positions internally to Samantha Miller and Tony Rubio, with these positions having defined duties between administration and operations.

3. The Board has directed Riley Hurd, District legal counsel, to rewrite all applicable job descriptions, redraft the organizational chart, and propose new step ranges for all affected positions.
4. The Board has asked that this matter be brought back to the Board at the May regular Board meeting.

Pres. Benediktsson directed staff to mail letters to all applicants for the District Manager position, except Tony Rubio, stating that they were not selected.

NEW BUSINESS

1. Consideration of Designation of Ad Hoc Labor Advisory Committee to Assess Memorandum of Understanding and Employee-Employer Relations Process (Benediktsson) – Action

An Ad Hoc Labor Advisory Committee, of limited duration and scope, was established to assess the Memorandum of Understanding and the Employer-Employee Relations Process. Pres. Benediktsson appointed Dir. Snyder and Dir. Lasky to the Ad Hoc Labor Advisory Committee.

ADJOURNMENT

The Board adjourned at 2:50 p.m. to a Regular Board Meeting on April 17, 2012, at 7:00 p.m. at the Tiburon Fire Protection District Meeting Room at 1679 Tiburon Blvd., Tiburon, California.

Approved:

Attest:

Catharine Benediktsson
President, Board of Directors

Roy Fedotoff
Secretary, Board of Directors