

**HOMESTEAD VALLEY SANITARY DISTRICT**  
Minutes of the Regular Board Meeting of April 23, 2013  
at the SASM Wastewater Treatment Plant,  
450 Sycamore Ave., Mill Valley

**1. Call to Order:** President Einar Asbo called the meeting to order at 7:36 p.m. Other Board members present were Secretary Burnett Tregoning and Directors Robert Westbrook and Al Leibof. Absent: Director Scott Noble. Also present: Manager Tom Roberts.

**2. Visitors to the Meeting and Open Time for Public Expression:** There were no visitors.

**3. Minutes of the Meeting of March 26, 2013:** It was moved by Bob Westbrook, seconded by Einar Asbo, that the minutes be approved. Motion adopted 4-0.

**4. Financial Report and List of Payments to be Approved:** Roberts noted that the District would have approximately \$476,000 remaining in its account after checks are paid. It was M/S Tregoning/Westbrook that the financial report be accepted and the list of payments be approved; adopted 4-0.

**5. Manager's Report:** Roberts has received a copy of the contract for work to be done jointly by HVSD and the Alto Sanitary District. Two elements are in Homestead—\$146,700 for work on Laverne Avenue and \$86,800 for work on Reed Street. Each district will pay for work done in its area, and projects can be added via change order if we desire to do so. After approval by both HVSD and Alto SD, advertising for bids will be put out with bid opening expected on May 22<sup>nd</sup>. We will be asked to award the project at our next meeting, May 28. Roberts noted that plans call for work to start in June and finish by September.

Asbo asked Roberts to make sure that Nute Engineering has a list of secondary projects, in case we do want to take advantage of change orders. Roberts expressed some concern over delays by Nute, noting that perhaps they were caused by a temporary work overload. It was M/S Westbrook/Leibof to move forward with the work as proposed and to advertise for bids. Motion adopted 4-0.

**Lateral Program**—Roberts presented a report by Nute Engineering covering smoke testing performed in 2010, 2011 and 2012. Total violations were 65 during that period, 23 of which have been corrected, 30 in progress and 12 who have not responded. Nute recommends that the district consider imposing a charge to the contractor/home owner for the time required for all call-back/re-inspections after the initial construction inspection. Roberts suggested that the district revisit an ordinance requiring properly functioning laterals, something along the lines of the ordinance adopted by the Almonte SD, which has been approved by County Counsel.

**6. Reports of Outside Meetings: SASM**—No report.

**LAFCO**—Einar Asbo reported that nothing occurred that was pertinent to us. This was Einar's last meeting. He noted that the consolidation issue is out of our hands. LAFCO manager Peter Banning has announced his retirement and the board is looking for his replacement

**SASM Managers Meeting**— The district managers met with SASM general manager Mark Grushayev who laid out new reporting requirements by regulatory agencies. Roberts explained that these requirements require a major effort to put together, and he will be working closely with Nute Engineering to complete them.

**7. Unfinished Business:** *a) Discuss Consolidation*—Activities of the Stop Measure C group, organized by a citizen living in the Richardson Bay SD, were discussed briefly. Einar got two signs from them; one of which was stolen.

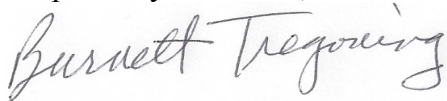
**8. New Business:** **a)** Approve advertisement for bids for 2013 Sewer Rehabilitation Contract. Approved. (See item 5 above).

**b)** Discuss application for rate increase from Mill Valley Refuse Service to be effective July 1, 2013. The board tabled discussion and will request that James Iavarone attend the board's June meeting to discuss the proposal.

**9. Directors' Open Time:** The auditor has complained about deficiencies in district bookkeeping. The consensus of the board was to hire Loretta Figueroa at a charge of \$65/hour as proposed in March.

**10. Adjournment:** The meeting was adjourned at 8:28 p.m.

Respectfully submitted,



Burnett Tregoning, Secretary

THE NEXT REGULAR MEETING WILL BE HELD  
IN THE BOARD ROOM OF THE  
SASM WASTEWATER TREATMENT PLANT,  
450 SYCAMORE AVENUE, MILL VALLEY  
7:30 P.M., TUESDAY, MAY 28, 2013