

**HOMESTEAD VALLEY SANITARY DISTRICT**  
Minutes of the Regular Board Meeting of September 24, 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 7:30 p.m. Other Board members present were Secretary Burnett Tregoning and Directors Al Leibof, Scott Noble and Robert Westbrook. Also present: Manager Tom Roberts.

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

**3. Minutes of the Meeting of August 27, 2013:** It was moved by Bob Westbrook, seconded by Al Leibof, that the minutes be approved. Motion adopted 5-0.

**4. Financial Report and List of Payments to be Approved:** Roberts presented a sample of a new quarterly financial report prepared by bookkeeper Loretta Figueroa. Westbrook questioned the use of accrual accounting, rather than using a cash basis, and Roberts said he would inquire and report back next month. Roberts reported that three districts—Homestead, Almonte and Alto—now use Ms. Figueroa’s bookkeeping services. He also noted that we may have to share costs of the QuickBooks software. It was M/S Leibof/Noble that the financial report be accepted and the list of payments be approved. Motion adopted 5-0.

**5. Manager’s Report:** Roberts reviewed the situation at the junction of Montford and LaVerne. Gary Robards of Nute Engineering has suggested that the alignment of the sewers in that area be studied further, with the expectation that realignment of the pipes in the area would be recommended and that Pacific Trenchless be asked to bid on the cost of doing the work. Tom also reported that Pacific Trenchless has not yet started work in Homestead.

**6. Reports of Outside Meetings:**

**a. SASM—**Asbo reported that the SASM board discussed the need for an effective lateral ordinance to be adopted by the SASM agencies. The ordinance used by the Sausalito Sanitary District seemed to be favored. SASM overcharged HVSD for sewer fees, charging 15% rather than 10%. The district will be given a credit toward payment of the next fee.

**b. SASM Managers Meeting—**More of the same, reports Roberts. The managers continued discussion of the report to the EPA and the State Water Board regarding water flow. The report is due October 15.

**7. Unfinished Business: Lateral Ordinance.** This discussion has been ongoing for many years, noted President Asbo. HVSD board members now have copies of the Sausalito lateral ordinance (Ordinance No. 89), in addition to one created by Tom Roberts. Tom’s draft ordinance has fewer “teeth” than the Sausalito ordinance. It was noted that the district currently has no legal right to inspect a property owner’s lateral unless it is creating a health hazard. Past proposals to require proof that a property owner’s sewer is in good shape at the time of property transfer or major construction have met with resistance by realtors. The board was urged to study the ordinances in order to be able to provide direction to the district’s SASM delegate. Scott Noble wondered if the ordinance adopted by Sausalito was working. He suggested that they be contacted to determine its effectiveness.

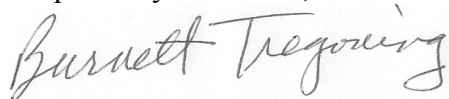
**8. New Business:**

**a) Administer the Oath of Office to Burnett Tregoning and Alan Leibof for the term ending December 31, 2017:** HVSD President Einar Asbo solemnly swore Tregoning and Leibof to uphold the U. S. Constitution and the Constitution of the State of California during their upcoming terms as Directors of the Homestead Valley Sanitary District.

**9. Directors' Open Time:** No discussion during Directors' Open Time.

**10. Adjournment:** M/S Westbrook/Noble that the meeting be adjourned at 8:22 p.m. Unanimously approved.

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, OCTOBER 22, 2013