



**TVCS D Board of Director's Meeting Minutes**

**Date: Wednesday, April 13, 2022 7 pm Via Zoom**

**Location: Tomales Town Hall, Tomales, California 94971 DRAFT**

**Board Members Present:** Donna Clavaud, President; Bill Bonini, Vice President; Dru Fallon O'Neill, Peter MacLaird, John Ward

**Board Members Absent:** None

**Also Present:** Mary Halley, TVCS D General Manager; Melinda Bell, TVCS D Financial Manager; Cynthia Hammond, TVCS D Recording Secretary

**Guests Present:** Chris Kubic, Business Relationship Manager, Marin Clean Energy and Brandon Jacka, NSU Operations Manager

**I. Call To Order:**

Donna Clavaud called the meeting to order at 7:01p.m.

**II. Open Communication:** Time for community members and visitors to bring up items they wish to discuss and items that do not appear on the agenda. Added items will be included under Other Business.

None

**III. Approval of April 13, 2022 TVCS D BOD Meeting Agenda**

Bill Bonini motioned to approve the April 13, 2022 TVCS D BOD Meeting Agenda as is. Dru Fallon O'Neill seconded the motion. M/S/C

**Directors Roll Call:**

Yes Clavaud, Yes Bonini, Yes Ward, Yes O'Neill, Yes MacLaird

AYES 5; NOES 0; ABSTAIN 0; ABSENT 0

**IV. Consent Calendar**

*All items on the Consent Calendar are considered to be either routine or non-controversial and will be enacted by a single blanket action of the Board. Upon request from a Board member or any member of the public, individual items may be removed from the Consent Calendar in which case they will be discussed in the meeting (under Items Removed from the Consent Calendar).*

- a. Adopt Resolution # 22-04: AB 361 Renewing Authorization for Remote Teleconferencing Meetings
- b. Approval of March 9, 2022 TVCS D Board Meeting Minutes
- c. Accept Check Registers and Approve Expenditures

Peter MacLaird motioned to approve the above Items of the Consent Calendar. John Ward seconded the motion.

**Directors Roll Call:**

Yes Clavaud, Yes Bonini, Yes Ward, Yes O'Neill, Yes MacLaird

AYES 5; NOES 0; ABSTAIN 0; ABSENT 0

**V. Items Removed from Consent Calendar**

Items moved from the Consent Calendar to the Regular Agenda, if any.

None

**VI. Presentation and Discussion with Chris Kubic, Business Relationship Manager, Marin Clean Energy, regarding PG & E Billing Plan**

Chris Kubic presented the TVCSD Board a slide presentation showing Marin Clean Energy (MCE) and PG & E. MCE is a generation provider, PGE is responsible for transmission and distribution; the presentation showed the electricity generation is 40% of the bill and the delivery is about 55% of the bill. The question is why have rates from 2019/2020 (\$148.82) to 2020/2021 (\$1,833.73) spiked for generation despite having solar at the Plant? In 2019/2020, MCE rates were raised. In 2020/2021, wildfires and smoke greatly impacted and reduced solar efficiency by 50-70%. This affected all solar producers in the smoke zone. In 2021/2022, PG & E transitioned to a "B" rate; moving peak hours from 4-9 pm (seven (7) days a week) to 12-6 pm. (Monday- Friday) which means solar is being paid 40% lower than previous. Chris Kubic said some public agencies are looking in to battery storage to extend the value of the solar during peak times.

Melinda Bell asked if there were any other suggestions to battery storage to keep costs down. Chris Kubic suggested contacting MCE and CPUC for energy efficiency advice and Chris Kubic will follow up with Melinda Bell. Mary Halley said schedules were being adjusted and battery storage would be considered if the expense would save on the costs.

Donna Clavaud asked for confirmation that the cheapest time to operate solar production was before 4 pm., the off hours. Chris Kubic confirmed that was true.

Bill Bonini said it looked like the biggest issue is being transitioned to the "B" rate.

Peter MacLaird asked if TVCSD was being charged rates as a non-profit, public utility as opposed to a consumer rate. Public utilities are the same as business rates. Chris Kubic suggested contacting PG & E for a rate analysis.

**VII. Discussion with Brandon Jacka, NSU Operations Manager regarding Sewer System Operations**

Brandon Jacka has been the Operations Manager for five (5) years. Brandon Jacka explained that the running the aerators (the treatment) are based on the flow and the season; ponds two (2) and three (3) are scheduled and timed during the day and aerator on pond one (1) runs all the time. Ideally, the aerators would run on a timed schedule once the SCADA system is fixed.

Bill Bonini asked Brandon Jacka to connect with Jack Miller of Aspect Engineering regarding the SCADA system. Brandon Jacka will be on site for the meeting which is scheduled for the end of May.

John Ward asked if it mattered what time of day the aerators ran to be effective. Brandon Jacka said no, but it depends upon the time of year and the Biological Oxygen Demand (BOD).

Brandon Jacka said there haven't been any management issues and Mary Halley has been excellent in communications and is very responsive.

Maintenance issues: 1.) Brandon Jacka said pond one (1) needed to be cleaned out, the cost is \$5,000 + the cost of labor. 2.) The solar panels need to be cleaned; Mary Halley has already scheduled this. 3.) There is a blockage in the irrigation field valves, there isn't any flow to the field. Everything in the shed has been tested and the blockage seems to be out in the field. This could be a SCADA issue as well as the lift station communications and will be addressed at the end of May SCADA meeting. 4.) Brandon Jacka said two (2) technicians recommended replacing the SCADA system. Brandon Jacka will ask for the details as to why the SCADA system would need to be replaced. Ideally, the SCADA system would be programmed to pump at the most efficient hours for the solar benefits. Donna Clavaud asked Brandon Jacka to attend a brief Board meeting quarterly or when needed, Brandon Jacka said he would. Mary Halley said the pump cleaning isn't included in the current budget and will be added to the upcoming July budget, same as SCADA work. John Ward asked if there was an alternative to the SCADA system. Brandon Jacka said the SCADA system was essential and is required to have remote capabilities. 5.) Brandon Jacka acknowledged Melinda Bell for her excellent communication.

#### VIII. Board Member Reports

None

#### IX. Committee Reports

##### a. Park Advisory Committee (PAC)

Dru Fallon O'Neill reported PAC discussed having a sliding scale fee for rentals. Donna Clavaud said FAC talked about that and it was determined it would be complicated to think about tiered rental fees. The Church had a successful Easter egg hunt.

##### 1. Review March 23, 2022 PAC Meeting Minutes

PAC minutes were reviewed.

##### 2. Next PAC Meeting Scheduled for April 27<sup>th</sup>, 2022 at 5:30 pm at the Tomales Town Hall

##### 3. Review and Approve Final Draft of Park Rules and Regulation Signage (to be in English & Spanish) Final Draft of Park Rules and Regulation Signage were reviewed.

Dru Fallon O'Neill motioned to approve Final Draft of Park Rules and Regulation Signage as is. Bill Bonini seconded the motion.

#### Directors Roll Call:

Yes Clavaud, Yes Bonini, Yes Ward, Yes O'Neill, Yes MacLaird

AYES 5; NOES 0; ABSTAIN 0; ABSENT 0

##### 4. Review and Approve Final Park Rental Contract Draft

Final Park Rental Contract Draft was reviewed.

Dru Fallon O'Neill motioned to approve the Final Park Rental Contract Draft. Bill Bonini seconded the motion.

**Directors Roll Call:**

Yes Clavaud, Yes Bonini, Yes Ward, Yes O'Neill, Yes MacLaird  
AYES 5; NOES 0; ABSTAIN 0; ABSENT 0

1. Review March 30<sup>th</sup>, 2022 FAC Meeting Minutes.

FAC minutes were reviewed.

2. Next FAC Meeting Scheduled for April 28<sup>th</sup>, 2022 at 3:00 pm at the TVCSD Office – Work Session Only

**X. Financial Report (Melinda Bell)**

a. Financial Manager's Report

Financial Manager's Report was reviewed.

b. Review and Approve Financial Statements

John Ward motioned to Approve the Financial Statements. Dru Fallon O'Neill seconded the motion.

**Directors Roll Call:**

Yes Clavaud, Yes Bonini, Yes Ward, Yes O'Neill, Yes MacLaird  
AYES 5; NOES 0; ABSTAIN 0; ABSENT 0

**XI. General Manager's Report**

Mary Halley reported the solar panels are being cleaned, inspected and are in excellent condition. The solar panels are generating 60-70% of their generating capacity. One (1) of the inverters needs to be replaced due to overheating and was taken off line. It may be wise and it was suggested to replace the other two (2). Mary Halley said cleaning the panels should go on a regular maintenance schedule. There is a possibility of hooking up the solar panels to the SCADA system. Mary Halley will talk to Jack Miller from Aspect Engineering about this. Mary Halley will gather information in regards to replacing/updating the SCADA system

The new Dell computer for the TVCSD office arrived – way under budget.

Mary Halley scheduled "Chipper Day" pick up for the Sewer and the Park on July 5<sup>th</sup>, 2022.

Mary Halley has engineered plans for the ADA ramps when a decision is made to move forward.

**XII. NSU Report**

a. Review March 2022 reports

NSU reports were reviewed.

**XIII. Pending Business**

a. Further Discuss Feasibility of Prop 68 Grant for Tomales Community Park Action (If Approved to Move Forward, Resolution # 2022-05 is required)

It was determined that it was not feasible to move forward with the Prop 68 Grant at this time; instead the focus will be on rehabbing the Water Tower for storage, new signage, installing ADA ramps, replacing the fence, and to install a new BBQ which could include "shade sails" for sun protection.

b. Update on Affordable Marin County Housing Mandate for Tomales  
Included in the Board packet was Donna Clavaud's letter to Supervisor Rodoni, County and Housing Element staff. Donna Clavaud said on April 20<sup>th</sup>, 2022 a community meeting with Supervisor Rodoni, County and Housing Element staff will take place at the Tomales Town Hall beginning at 6:00 p.m.

c. Spring Newsletter Update: in Progress for Early May Distribution  
Cynthia Hammond is beginning to collect items for the TVCSD Spring Newsletter.

**XIV. Other Business**

None

**XV. New Business**

None

**XVI. Old Business**

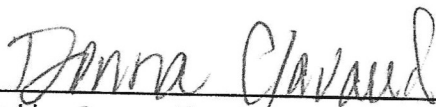
None

**XVII. Correspondence**

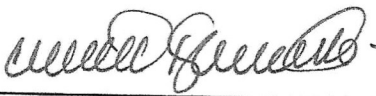
None

**XVIII. Adjournment**

TVCSD April 13, 2022 Board Meeting was adjourned at 8:58 p.m. No objections.

  
Approved by: Donna Clavaud, President

5-11-2022  
Date:

  
Attested by: Cynthia Hammond, Recording Secretary

5/11/2022  
Date:

**TVCSD MISSION STATEMENT:** *Enhance quality of life, with commitment to the health of the community, by providing dependable wastewater collection, treatment and reuse in an environmentally friendly manner; maintaining safe and reliable recreational park facilities while providing a welcoming forum for active community participation and input.*

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Board of Directors:

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