

**GARBERVILLE SANITARY DISTRICT
BOARD OF DIRECTORS MEETING
AGENDA MINUTES**

**GSD District Office
919 Redwood Dr. Garberville, CA**

**April 25th, 2017
5:00 p.m. – Open Public Session**

I. REGULAR MEETING CALLED TO ORDER

Called to Order 5:01 p.m.

II. ESTABLISHMENT OF QUORUM

Present:

Rio Anderson

Linda Brodersen

Doug Bryan

Richard Thompson

Gary Wellborn

III. APPROVAL OF AGENDA

Motion: Richard Thompson Second: Gary Wellborn 5-0

III. CLOSED SESSION

A. No items for closed session

V. OPEN SESSION

VI. COMMENTS AND QUESTIONS FROM THE AUDIENCE

General Public / Community Groups

Charlie Butterworth: Wanting the Ordinance to be more Community Oriented. Butterworth passed out his written suggestions for the District.

VII. ANNOUNCEMENTS AND COMMUNICATIONS

REPORTS AND PRESENTATIONS

Operations Staff-0

Office Staff- 0

Board Members- Linda-The office needs to draft a letter to the County of Humboldt/Road Works, along with Estelle, and Mercer Fraiser. To please contact The Garberville Sanitary District before digging up the streets for paving, so that we can work cooperatively together on fixing possible leaks. It makes more sense to repair them while the street is already tore up.

Ralph- Will create and send off the Letter.

General Manager—Ralph Emerson: Extremely happy with the way that Staff is working together. Staff is having to spend lots of time learning and finding information. There's a new senate bill coming up for vote. It is very contentious. This bill will cause All Districts, to be unable to have a design contract/architect on any project prior to construction and collecting money if there's an error. The Districts would have to go through the complete legal process to collect any money. No money upfront. Ralph sent a letter personally to Senator Kamala. Ralph

will send a letter on behalf of the District that we are against this Bill. With all of the boards consent. Manhart Engineering- they have taken over part of the design for the town square restroom. It was originally designed by a different engineering company, now it is with Manhart. They are doing part of the constructional engineering, because the other engineering firm did not agree with their design plans. Also the town square people/Denise Bourassa has talked with Ralph about having a grease interceptor installed for the food trucks during town square events. Everyone involved in this needs to get together and talk. Manhart told Ralph that the way he's looking at it, is that they are going to put in a restroom. They also want to put in a floor drain inside the restroom that would go into the storm drain. They are going to put an outside drain/facility for people to wash their hands after using the restroom. That as well will be plumbed into the storm drain. The District has been going over this matter for three years, and it keeps evolving. Ralph- what's in the best interest of the District and the Community is to have a meeting with all the parties involved.

VIII. REGULAR AGENDA ITEMS

A. CONSENT AGENDA

A.1 Approve Financials- TABLE

Ralph- it would be good practice to have two signatures on any check \$1,000 or more. It would be best to have a staff member and a Board members signature.

A.2 Approve 3/28,2017 Regular Meeting Minutes

A.3 Operations Safety Report

Motion: Gary

Second: Rio

Vote: 5-0

B. GENERAL BUSINESS – *Action items*

B.1 Rate Study Committee Report

Ralph- Has been talking with RCAC representative, Richard Culp about the rate study. We do not have the general fund to pay for all the projects that need to be done in the next 10 years. We are relying upon the service charges of the customers, there are no new connection fees coming in. Ralph is adamantly opposed to raising the rates for those who are using average amounts of water. Only raising the rates to those who use above the normal average amount of water. We still have to justify as prop 218 tells us, justify a rate increase based upon the need. Ralph wants to tighten up all the leaks that the District has. On the collection side and the water distribution side. At the meeting we talked about the high end users that are using mass amounts of water that creates a situation. Where we need more water in the tanks. We need more time checking the tanks, and there's more impact to the pipes/distribution system. Then needing more electricity for the pumps. Plus we have projects that need to be updated, like the Wallen Road Tank. The District can't afford those projects with that amount of water going through our system. So according to RCAC we can justify a rate increase if we chose to. We are against raising the rates for those on the low end of use. Customers using 5 units or less would pay the exact same. Another issue with our current rates is that a single family dwelling ends up paying more than a multifamily dwelling. This needs to be reviewed and adjusted.

B.2 Community Park Update

During the Easter egg hunt at the park Brian had problems getting into the Water treatment plant. The District has to have full access to the water treatment plant, no matter the event. The District is willing to work with the park.

- B.3 Board Training Opportunities
- B.4 District Projects and Priorities List
- B.5 Water Usage—5 year comparison

C. POLICY REVISION / ADOPTION

- C.1 Policy Manual—Organizational Chart
1st reading

Motion: Doug Second: Richard Vote: 5-0

- C.2 Sewer Ordinance #83-1, Chapter 7, Permit Required.
1st reading

Bring back to the next Board Meeting with a Resolution.

IX. ITEMS FOR NEXT BOARD MEETING

1. Personnel Committee—Job Descriptions
2. Budget Committee report—1st view of 2017/2018 Budget
3. Relief of sewer charges Anita Lane, 2nd reading
4. Strategic Plan update

X. ADJOURNMENT

6:37 p.m.