

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

**Date of Meeting: Tuesday, May 23<sup>rd</sup>, 2023  
5:00 p.m. – Open Public Session**

**I. REGULAR MEETING CALLED TO ORDER**

Doug Bryan called the meeting to order at 5:01 p.m.

**II. ESTABLISHMENT OF QUORUM**

Rio Anderson- Absent  
Doug Bryan- Present  
Julie Lyon- Present  
Dan Thomas- Present  
Richard Landes- Present

**III. APPROVAL OF AGENDA**

*Motion: Dan Thomas                      Second: Julie Lyon                      Vote: 4-0*

**IV. BOARD WILL ENTER CLOSED SESSION**

(Questions or comments about closed session item)

Closed session started at 5:03 p.m.

**IVa. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION (Gov. Code**

**Section, 54956.9(d)(2), (e)(3): One Claim, Claimant: (Richard and Hope Lamb).**  
(information only)

**V. RETURN TO OPEN SESSION**

No reportable action was taken in closed session. Closed session ended at 5:10 p.m.

**VI. COMMENTS AND QUESTIONS FROM THE AUDIENCE**

Meeting Attendance: Kristen Vogel

**VII. ANNOUNCEMENTS AND COMMUNICATIONS**

**REPORTS AND PRESENTATIONS –**

Operations Staff- River Levels—Operational Demands

Office Staff----- Monthly Press Releases (Laura)

Board Members- 0

Correspondence---- South County Homes for All—Zero Emission Vehicles Pg. 4-11

General Manager—Ralph Emerson Pg. 12

**IX. REGULAR AGENDA ITEMS**

**A. CONSENT AGENDA**

A.1 Approve Financials Date- February & March 2023 - pg. 13-36

A.2 Approve April 4<sup>th</sup>, 2023 Regular Meeting Minutes - pg. 37-39

A.3 Operations Safety Report- pg. 40-42

**Motion: Dan Thomas**

**Second: Julie Lyon**

**Vote: 4-0**

**B. GENERAL BUSINESS – Action items**

- B.1 2023-2024 Budget Presentation pg. 43-58  
(discussion—possible action) Jennie  
**Motion: Richard Landes                      Second: Dan Thomas                      Vote: 4-0**

**Doug asked for a motion to approve the fiscal year 2023/24 budget and implementing the newly adjusted scheduled rate increases & decreases as adopted in Resolution 20-007 and revised here in.**

- B.2 Water Capacity Report pg. 59-67  
(discussion-possible action) Jennie

**The analysis provides an overview of the various water sources, infrastructure at those sources, treatment infrastructure, and historical water diversions from the sources. It identifies the different uses for the water diverted by calendar year.**

- B.3 Update on Tank Replacement Project pg. 68-89  
(discussion-possible action) Jennie

**Since the last Board Meeting, the Project Team has finalized and submitted the Draft Preliminary Engineering Report to the State Water Resources Control Board Division of Financial Assistance (DFA), Division of Drinking Water (DDW), and the Department of Water Resources (DWR) for their review and comment. SHN is now making the necessary changes and will produce the Final PER. SHN has begun 30% design of the project, geotechnical investigation is scheduled for the first week in June, and early biological and wetlands field studies were conducted last week. Late biological field studies will be completed in July, which will allow SHN’s Environmental staff to begin production of the CEQA document.**

- B.4 New Contract With 4Js Consulting pg. 90-93  
(discussion-possible action)  
**Motion: Julie Lyon                      Second: Dan Thomas                      Vote: 4-0**

- B.5 Update on SHCP Water Service (Handout at Meeting)  
(discussion-possible action) Jennie

**Resolution 23-006 Motion: Dan Thomas                      Second: Richard Landes                      Roll Call Vote: 4-0**

**The condition of approval for service to the SHCP are amended to be as follows:**

**B. The SHCP will make application for this new service connection from Sprowel Creek Road off the 8” waterline that was constructed as part of the Kimtu Project. A new meter will be set here for SHCP service.**

**D. The one new ¾” meter is for residential, Park Office, and public recreation drinking fountain uses only and is not intended to be used to serve future development on the Property contemplated by SHCP or shown in the Final EIR as adopted by Humboldt County.**

**2. The Board of Directors hereby finds that the proposed change is so minor in nature that it does not present any new environmental impacts not already considered in the original environmental documents, does not constitute a substantial change, and that no subsequent or supplemental environmental documentation is required.**

Doug asked for a motion to give him the authority to sign the amended agreement with SHCP.

**Motion: Richard Landes                      Second: Julie Lyon                      Vote: 4-0**

- B.6 Update on Road Improvement Project

(discussion-possible action)

B.7 District Credit Card  
(discussion-possible action)

Mary

pg. 94-95

**Motion: Dan Thomas                      Second: Richard Landes                      Vote: 4-0**  
**The Board gave Mary the direction to sign up for a Visa Business Rewards Credit Card through Umpqua Bank.**

**C.                      POLICY REVISION / ADOPTION**

C.1 Personnel Policy Changes  
(discussion-possible action)  
**TABLE**

pg. 96-148

**X.                      ITEMS FOR NEXT BOARD MEETING**

1. River Conditions Compared to Historical
2. Update on SHCP
3. Tank Replacement Project Update
- 4.
- 5.

**XI.                      ADJOURNMENT**

**Doug Bryan ended the meeting at 7:05 p.m.**

