

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

December 18, 2018
5:00 p.m. – Open Public Session

I. REGULAR MEETING CALLED TO ORDER

5:02 p.m.

II. ESTABLISHMENT OF QUORUM

**Rio Anderson-Present
Linda Brodersen
Doug Bryan
Richard Thompson
Julie Lyon**

III. APPROVAL OF AGENDA

Motion: Doug Bryan Second: Rio Anderson Vote: 4-0

IV. THE BOARD WILL ENTER CLOSED SESSION AT END OF MEETING

V. OPEN SESSION

VI. COMMENTS AND QUESTIONS FROM THE AUDIENCE

General Public / Community Groups

VII. ANNOUNCEMENTS AND COMMUNICATIONS

REPORTS AND PRESENTATIONS –

Operations Staff- 0

Office Staff- 0

Board Members-The Board is grateful for the GSD staff and all that they do.

General Manager—Ralph Emerson Pg. 4

Nothing to Report.

VIII. REGULAR AGENDA ITEMS

A. CONSENT AGENDA

A.1 Approve Financials – Amended Version

A.2 Approve 11/27/18 Regular Meeting Minutes

A.3 Operations Safety Report

Motion: Richard Thompson Second: Rio Anderson Vote: 4-0

A. GENERAL BUSINESS

Ralph Emerson Sworn the Board Members into Office.

B.1 Board Organization and Duties **pg. 22-30**

(action required)

Nomination of Chairperson

Linda Brodersen was nominated as Board Chairperson.

Motion: Richard Thompson Second: Doug Bryan Vote: 5-0

Nomination of Vice Chairperson

Doug Bryan was nominated as Vice Chairperson.

Motion: Rio Anderson Second: Julie Lyon Vote: 5-0

Nomination of Secretary

Ralph Emerson was nominated as Board Secretary.

Motion: Doug Bryan Second: Rio Anderson Vote: 5-0

Nomination of Treasurer

Richard Thompson was nominated as Treasurer.

Motion: Rio Anderson Second: Doug Bryan Vote: 5-0

Authorized Signatures to Sign for District

The Board decided to leave the District signatures the same.

Doug Bryan, Linda Brodersen, Mary Nieto, Ralph Emerson, Rio Anderson

B.2 Approve Board Calendar for 2018 **pg. 31**

Motion: Doug Bryan Second: Richard Thompson Vote: 5-0

B.3 Bank Building Remodel Project **pg. 32-35**
(discussion)

B.4 Draft Audit Presentation **pg. 36-71**

Motion: Rio Anderson Second: Richard Thompson Vote: 5-0

B.5 Southern Humboldt Park Projects and Request **pg. 72-75**

The park can submit a letter to the board or follow the proper steps to get water.

The park has to initiate.

B.6 Will Serve Water/Sewer Service Agreement and Application **pg. 76-80**

Motion: Doug Bryan Second: Julie Lyon Vote: 5-0

B.7 Rate Study Update

At the February 2019 meeting a presentation will be made to the board.

C. POLICY REVISION / ADOPTION

C.1 Personnel Policy—Employee Conduct Section 7.5--7.11 **pg. 81-87**
(discussion possible action) second reading

Motion: Rio Anderson Second: Richard Thompson Vote: 5-0

Motion: Richard Thompson Second: Doug Bryan Roll Call Vote: 5-0

IX. CLOSED SESSION

- A. **Conference with Legal Counsel – Existing Litigation (Government Code § 54956.9)
Stillwell vs. Garberville Sanitary District, Humboldt County Superior Court Case No. DR180139.**

X. RETURN TO OPEN SESSION

No Action Taken

XI. ITEMS FOR NEXT BOARD MEETING

1. Rate Study
2. Budget Update 2018-2019
3. Annual Water Balance Analysis
- 4.

Next meeting Tuesday January 29th, 2019

XII. ADJOURNMENT

@ 5:53 p.m