

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

**Date of Meeting: September 17<sup>th</sup>, 2019  
5:00 p.m. – Open Public Session**

**I. REGULAR MEETING CALLED TO ORDER**

**5:00 p.m.**

**II. ESTABLISHMENT OF QUORUM**

**Rio Anderson-Absent  
Doug Bryan**

**Linda Brodersen-Present  
Julie Lyon  
Richard Thompson**

**III. APPROVAL OF AGENDA**

**Motion: Richard Thompson                      Second: Julie Lyon                      Vote: 3-0**

**Pull B.2 No information at this time.**

**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- Richard Thompson is resigning from his position on the District Board. October 22, 2019 will be his last meeting.**

**Correspondence- 0**

**General Manager—Ralph Emerson   Pg. 4**

**VIII. REGULAR AGENDA ITEMS**

**A. CONSENT AGENDA**

**A.1 Preliminary JULY 2019 Financials Memo**

**A.2 Approve Date: August 27, 2019 Regular Meeting Minutes**

**A.3 Operations Safety Report**

**Motion: Julie Lyon**

**Second: Richard Thompson**

**Vote: 3-0**

**A. GENERAL BUSINESS – Action items**

- B.1 SHCP potable water update  
(discussion- possible action)  
**Motion: Richard Thompson**                      **Second: Julie Lyon**                      **Vote: 3-0**

**Linda read an email from Ed Voice as requested.**

**The Board made the motion to approve the recommended Board actions.**

- 1. Review and approve the petition for change and place of use for the Districts water diversion and license permit. 2. Authorize the Board Chair to sign petition for Environmental information check list. 3. Authorize payment of the fees associated with the change of use which will be reimbursed by S.H.C.P. Approved with one motion.**

- B.2 Rate Study Process

**PULL Agenda Item**

- B.3 Update on Cannabis Water Use Letter Delivery

**Ralph will hand out letters to those residential customers using more than 20 units a month of water. The Board suggest to start with those individuals who have obvious cannabis growing on the property.**

- B.4 Request for Cannabis Manufacturing-Joe Bilandzija  
(discussion-possible action)  
**Motion: Julie Lyon**                      **Second: Richard Thompson**                      **Vote: 3-0**

**The Board would like to have the District operators be responsible to take the samples needed. Dan would like the District to have control of the valve, which releases the waste into the collection system. Make appropriate changes to Joe's application.**

- B.5 Open bids on 1999 Ford Utility Truck  
(discussion-possible action)  
**Motion: Richard Thompson**                      **Second: Julie Richard**                      **Vote: 3-0**

**The District received two sealed bids for the truck.**

- B.6 Southern Humboldt Special Districts Update  
update from Dan Arreguin

**It is important for the Districts in the area to have a collaborative relationship. Dan attended the meeting with Estelle Fennell and a few neighboring Districts.**

- B.7 Projects Update-Design, Funding and Implementation  
(information only)

## **C. POLICY REVISION / ADOPTION**

- C.1 Water Ordinance: Article 10---re-connection, after hour fee  
(discussion possible action) 2<sup>nd</sup> reading- resolution #19-005

**Bring Back with Board changes.**

- C.2 Personnel Policy --completed  
(discussion-possible action)  
**Motion: Julie Lyon**                      **Second: Richard Thompson**                      **Vote: 3-0**

**The personnel policy needs to have all the same font and read consistent. The District has been updated the personnel policy for the last 4 years. The Board approved the completed personnel policy.**

**IX. CLOSED SESSION**

- A. No Items For Closed Session

**X. RETURN TO OPEN SESSION**

---

Report of any actions taken in Closed Session

**XI. ITEMS FOR NEXT BOARD MEETING**

1. Audit Update
2. Rate Study Update
3. **Board Resignation**
4. **Water Ordinance**
5. **Updated Cannabis Letters**

**XII. ADJOURNMENT**

@ 6:02 p.m