

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

**Date of Meeting: Tuesday, December 20<sup>th</sup> 2022  
5:00 p.m. – Open Public Session**

**I. REGULAR MEETING CALLED TO ORDER**

Doug Bryan called the meeting to order at 5:00 p.m.

**II. ESTABLISHMENT OF QUORUM**

Rio Anderson- Present

Doug Bryan- Present

Julie Lyon- Present

Dan Thomas- Present

Richard Landes- sworn in under the General Business Section of the Agenda.

**III. APPROVAL OF AGENDA**

Motion: Rio Anderson

Second: Dan Thomas

Vote: 4-0

**IVa. Questions or Comments about Closed Session Items**

**1. Conference with Real Property Negotiators (Government Code § 54956.8):**

Property: Approximately *(undetermined)* acres of land and is a portion of the parcel designated as Assessor's Parcel Numbers APN 032-211-035, APN 032-211-011, APN 032-211-021, APN 223-061-007, APN 032-211-034, APN 032-111-025  
Garberville Sanitary District Negotiating Team with Russ Gans (GSD attorney) will participate and under negotiation: Price and/or terms of payment/conditions, Ground Lease and Development Agreement

**2. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION (Gov. Code Section, 54956.9(d)(2), (e)(3)): One Claim, Claimant: (Richard and Hope Lamb).**

**V. RETURN TO OPEN SESSION**

*NO CLOSED SESSION*

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

Two Electronic emails from Ed Voice

Lisa Music

Kristen Vogel

**VII. ANNOUNCEMENTS AND COMMUNICATIONS**

**REPORTS AND PRESENTATIONS –**

Operations Staff- River Levels—Operational Demands

Dan mentioned the river level was 229 CFS.

Office Staff- Secretary Conference Report & LIHWAP Update from Mary

Board Members- None

Correspondence- None

South County Homes For All (SCHFA) Meeting Update

VIII. **REGULAR AGENDA ITEMS**

A. **CONSENT AGENDA**

- A.1 Approve Financials Date July & August 2022 - pg. 6-40
- A.2 Approve October 25<sup>th</sup>, 2022 Regular Meeting Minutes - pg. 41-43
- A.3 Operations Safety Report- pg.44-49

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

B. **GENERAL BUSINESS** – *Action items*

- B.1 Swearing in of Board Members pg. 50-52  
(discussion—possible action)

**Ralph swore in Board Members Doug Bryan, Julie Lyon and Richard Landes.**

- B.2 Board Member Officers-Assignments pg. 53-55  
(Action Required)

Nomination of Chairperson

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

**Rio nominated Doug for Chairperson.**

Nomination of Vice Chairperson

**Motion: Julie Lyon Second: Dan Thomas Vote: 5-0**

**Julie nominated Rio for Vice Chairperson.**

Nomination of Secretary---Ralph Emerson

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

**Doug nominated Ralph for Board Secretary.**

Nomination of Treasurer

**Motion: Doug Bryan Second: Dan Thomas Vote: 5-0**

**Doug nominated Julie for Treasurer.**

Authorized Signatures to Sign For District

**Motion: Doug Bryan Second: Dan Thomas Vote: 5-0**

**Doug motions that all Board members sign on behalf of the District.**

- B.3 Approve Board Calendar pg. 56  
(discussion-possible action)

**Motion: Julie Lyon Second: Dan Thomas Vote: 5-0**

**The Board made the following changes to the Meeting Calendar for year 2023. The January 24<sup>th</sup> Board meeting was changed to January 31<sup>st</sup>, 2023. April 19<sup>th</sup> Strategic Planning meeting was changed to January 19<sup>th</sup>, 2023 at 4:00 p.m. April 24<sup>th</sup>, 2023 at 4:00 p.m. is the Budget meeting.**

- B.4 Tank Replacement Project pg. 57-74  
(discussion-possible action)

Since the last Board Meeting, the Project Team has been working on:

- Preparing draft layouts of partially in ground and above ground tanks in the field across from the existing Hurlbutt Tank
- Surveying in the field across the road from the Hurlbutt Tank was completed
- Surveying of the Wallan, Robertson, and Arthur Road PS was completed
- The first claim for reimbursement of expenses through July 31, 2022, has been submitted to DFA in the amount of \$90,550.24.
- Defining the project elements that will be in the Tanks project (phase 1) and the Meadows Aerial Waterline Relocation (phase 2).

- B.5 2021—2022 Audit pg. 75-78  
(discussion-possible action) Jennie  
**Motion: Dan Thomas** **Second: Julie Lyon** **Vote: 5-0**

- B.6 GSD Projects-Timeline pg. 79  
(discussion—no action)  
**The Board discussed an issue a customer has with his water volume and pressure on his street. Also, they discussed how replacing old meters helps reduce water lose.**

#### C. POLICY REVISION / ADOPTION

- C.1 Mandated Water Meter Discontinuance—Sec 10.9a pg. 80-82  
(discussion-action requested) Resolution #22-011  
**Motion: Dan Thomas** **Second: Richard Landes** **Vote: 5-0**

- C.2 Amend Brown Act Policy pg. 83-86  
(discussion—possible action)  
**Bring Back.**

- C.3 Billing Procedures-Sec 9.5 pg. 87-94  
(discussion-no action) 2nd reading  
**Bring back billing procedures language with changes discussed amongst the Board.**

#### VIII. ITEMS FOR NEXT BOARD MEETING

1. Water Tank Replacement Project
2. River and Rain Update
3. Developer Project Update
4. ***GSD Project Timeline***
5. ***Audit Fiscal Year 2021-22***
6. ***Billing Procedures Sec 9.5***

*The Next Board Meeting is January 31<sup>st</sup>, 2023*

#### IX. ADJOURNMENT

**Doug Bryan ended the meeting at 6:17 p.m.**