

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

**November 28, 2017**  
**5:00 p.m. – Open Public Session**

**I. REGULAR MEETING CALLED TO ORDER**

**5:03 p.m.**

**II. ESTABLISHMENT OF QUORUM**

**Rio Anderson-Absent**

**Linda Brodersen-Present**

**Doug Bryan**

**Richard Thompson**

**III. APPROVAL OF AGENDA**

**Motion: Richard Thompson    Second: Doug Bryan                    Vote: 3-0**

**IV. PUBLIC COMMENT ON ANY ITEM ON THE CLOSED SESSION AGENDA**

**V. CLOSED SESSION**

**A. No items for Closed Session**

**VI. OPEN SESSION**

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

**General Public / Community Groups**

**VIII. ANNOUNCEMENTS AND COMMUNICATIONS**

**REPORTS AND PRESENTATIONS**

**Operations Staff- 0**

**Office Staff-** Is working on an emergency strategy: Website, Social media page, Jus export module coming soon.

**Board Members-** Linda Brodersen read a letter from the Redway District about continued assistance on projects and emergencies. Also Linda reported on the boil water notice. The water was Safe to drink the entire time during the thanksgiving holiday because we were providing treated water from an alternative District well in Garberville. The “Boil Water” order was part of the State protocol when a pipe breaks or water pressure lowers but no water left the treatment facility during this time of repairs.

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

Working with staff on our emergency plan, and better communication with customers about changes within the District.

**IX. REGULAR AGENDA ITEMS**

**A. CONSENT AGENDA**

**A.1     Approve Financials July, August, September - pg 5-46**

- A.2 Approve 10/24/2017 Regular Meeting Minutes - pg 47-48  
A.3 Operations Safety Report- pg 49-50  
**Motion: Doug Bryan                      Second: Richard Thompson                      Vote: 3-0**

**B. GENERAL BUSINESS**

- B.1 Board Member Vacancy                      pg. 51

GSD is seeking a community minded candidate to replace Mr. Wellborn who resigned when he moved out of the area.

- B.2 Heather Kornberg Request for Water    pg. 52-54  
(discussion-possible action)

Mrs. Kornberg requested a “Will Serve” letter from GSD so that she can meet the requirements of Humboldt County’s cannabis permit process. The Board committed to working on a “Will Serve” letter to assist with the process and would hopefully have the completed letter by the December 19<sup>th</sup> meeting.

December 19<sup>th</sup>, 2017 Will Serve Letter- Continued Discussion.

- B.3 Potential Solar Power Upgrade ---Presentation (Greenwired)    pg. 55

Representatives from Greenwired gave a presentation of what type of energy savings GSD could have if there was an alternative energy source such as solar. They also stated that there may revenue above the cost of installation which could be used in the GSD general fund.

Continued discussion and information.

- B.4 Rate Study Update— pg.56  
(information only)    Wednesday December 6<sup>th</sup>, 2017 @ 2:00 p.m.

- B.5 Town Square restroom Update  
(information only)

The restroom group received their building permit and are proceeding with the building. They want assistance from staff in locating the water and sewer pipes.

- B.6 Request from Customer for Service Charge Relief  
(discussion-possible action)

The Board agreed unanimously that if they were not allowed to talk about this in open session and if the owner would not present an objection in person, they would not discuss this and the owner would have to comply with the water ordinance requirements. A letter will be written and sent by the Board Chairperson.

**Motion: Linda Brodersen                      Second: Richard Thompson                      Vote: 3-0**

**C. POLICY REVISION / ADOPTION**

- C.1 Drug and Alcohol Use-Personnel Policy 7.2--7.3    pg. 57-60  
(discussion possible action) 2<sup>nd</sup> reading-resolution 17-011 (roll call vote)  
**Motion: Doug Bryan                      Second: Linda Brodersen                      Roll Call Vote: 3-0**

Change the word Marijuana to Cannabis. This updated policy was approved

- C.2 Agricultural Water use Ordinance –Section 15.9    pg. 61-62  
(discussion—no action) First Reading

Bring Back with changes after rate committee and water ordinance committee meets about language, requirements and rates.

C.3 Safe Harbor Tangible Property Tax ---New Water Ordinance Sec 10.10 pg. 63-67  
(Discussion-possible action) —resolution #17-012 (roll call vote)

**Motion: Doug Bryan**

**Second: Richard Thompson**

**Roll Call Vote: 3-0**

The Board approved this ordinance which is consistent with the State adopted capital equipment and purchase policy . This policy provides a dollar amount for which capital expenditures can be reported.

**X. ITEMS FOR NEXT BOARD MEETING**

1. Agricultural Water Use Ordinance-Sec 15.9
2. Rate Study Update
3. Measure Z hydrant replacement-Bid Packet
- 4.

**XI. ADJOURNMENT**

Linda Brodersen called the meeting to a close 6:35 p.m.