

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

**Date of Meeting: August 24<sup>th</sup>, 2021**

**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- Present/Teleconference**

**Doug Bryan-Present**

**Julie Lyon- Present**

**Dan Thomas-Present**

**III. APPROVAL OF AGENDA**

**Motion: Julie Lyon**

**Second: Dan Thomas**

**Vote: 4-0**

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

**V. OPEN SESSION**

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

**Kristen Vogal**

**Keith Easthouse**

**VII. ANNOUNCEMENTS AND COMMUNICATIONS**

**REPORTS AND PRESENTATIONS**

**Operations Staff- 0**

**Office Staff- 0**

**Board Members- 0**

**Correspondence- 0**

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

**Rate committee meeting with Dan, Julie, Ralph, Jennie and staff. The committee talked about making adjustments to the rates that will benefit the customers.**

**VIII. REGULAR AGENDA ITEMS**

**A. CONSENT AGENDA**

- A.1 Approve July 27th, 2021 Regular Meeting Minutes - pg. 5-7  
**Motion: Dan Thomas**                      **Second: Rio Anderson**                      **Vote: 4-0**

**B. GENERAL BUSINESS – Action items**

- B.1 River Condition and Drought Planning  
(discussion-possible action)                      Information at meeting  
**The river level is jumping between 13 to 6 csf.**  
**The District will keep the customers aware of the current drought requirements.**
- B.2 Grant and Project Update                      pg. 8-9  
(discussion—possible action)                      Jennie Update

**Robertson/Hurlbutt/Wallan Tank Replacement Project (SWRCB-SRF Planning Grant)**  
The consolidated Scope of Work for this project has been approved by the SWRCB DDW District Office and the Project Manager. The project has been approved to have a funding agreement prepared. It is in the queue and as soon as legal staff at DFA complete the Funding Agreement, it should be forwarded to GSD for execution. Upon execution we can authorize the design engineer to begin work on the various planning documents required for the project. This will include overall project evaluation, alternative analysis, topographical surveys of the Robertson and Wallan tank sites, geotechnical evaluation of the Wallan site, preparation of a Preliminary Engineering Report, environmental documents for all three sites, preparation of plans and specifications, a Technical, Managerial & Financial Assessment, and other reports/approvals as needed as part of the SRF process.

**Meadows Aerial Waterline Reroute Project SWRCB-SRF Planning Grant**  
The grant application for planning project funding was submitted in November 2019. The application all four of four clearances completed. It is not being slated for funding. We do not currently know if the score for the project will land it high enough on the list to have

- B.3 California Water and Wastewater Arrearage Payment Program                      pg. 10-14  
(discussion-possible action) Resolution 21-008  
**Motion: Dan Thomas**                      **Second: Julie Lyon**                      **Vote: 4-0**

**According to the California State Water Resources Control Board:**  
**“The COVID-19 pandemic has made it difficult for many Californians to pay their bills due to job loss and other hardships. As a result, systems that provide water services to customers have been financially impacted.**  
**Through \$985 million in federal funding allocated by the state legislature, the State Water Board is creating a new program to provide relief to community water and wastewater systems for unpaid bills related to the pandemic. The funding will cover water debt from residential and commercial customers accrued between March 4, 2020 and June 15, 2021. The Program will initially prioritize drinking water residential and commercial arrearages. Funding to community water systems will be disbursed through January 31, 2022. If the Program still has funding available, it will extend to wastewater residential and commercial arrearages by February 2022.”**

- B.4 Projects-Maintenance-After Hours Call-Outs  
(discussion-possible action)                      Dan and Brian

**The Sunnybank lift station is still being pumped down manually, twice a day. The operators also fixed one of the ponds that had a plug.**

- B.5 Community Service District Procedures pg. 15-17  
(discussion-possible action)

**The board would like to get input from the community on what services they would like to see the District provide, other than water and sewer. This will help the board make a decision to push forward with becoming a CSD. The Board discussed a committee getting together to gather more information on this subject. Rio and Dan showed interest in the CSD Committee.**

- B.6 Humboldt Hempire Farms- Proposed Plan pg. 18-23  
(discussion—possible action)

- B.7 Plans for new ADU on Riverview Road pg. 24-27  
(discussion—possible action)

**Motion: Dan Thomas      Second: Rio Anderson      Vote: 4-0**

**A new water and sewer connection will be required for this project.**

- B.8 Developer-Customer Projects and Improvements  
(discussion—possible action) info at meeting

**Town projects are moving slowly.**

## C. POLICY REVISION / ADOPTION

- C.1 Sec 14.5 Drought Contingency Plan Water Ordinance pg. 28  
(discussion-no action) 1st reading

**Bring back. The board wanted the second sentence in blue to be deleted.**

## IX. CLOSED SESSION

Pursuant to Government Code Section

## X. RETURN TO OPEN SESSION

Report of any actions taken in Closed Session

## XI. ITEMS FOR NEXT BOARD MEETING

1. River Level--Drought Conditions
2. Water Ordinance-Drought Water Storage Section 14.5
3. Grant-Projects Update
4. *Fines*
5. *Rates*

**The Next Board Meeting is 9/28/2021**

## XII. ADJOURNMENT

**Doug ended the meeting at 7:01 p.m.**