GARBERVILLE SANITARY DISTRICT BOARD OF DIRECTORS MEETING MINUTES

March 22, 2016

I. <u>REGULAR MEETING CALLED TO ORDER</u> Chair Brodersen called the meeting to order at 5:00 pm

- II. <u>ESTABLISHMENT OF QUORUM</u> Present: Rio Anderson, Linda Brodersen, Doug Bryan, Gary Wellborn Absent: Richard Thompson
- III. <u>APPROVAL OF AGENDA</u> Director Wellborn made a motion to approve the agenda as written. Anderson seconded the motion. The motion was carried by unanimous vote.

IIII. <u>COMMENTS AND QUESTIONS FROM THE AUDIENCE</u> No Comments

V. <u>ANNOUNCEMENTS AND COMMUNICATIONS</u> REPORTS AND PRESENTATIONS

Correspondence: Cal Fire Invoice – **Emerson thanked Director Bryan for the contact information for Cal** Fire. Emerson has invoiced Cal Fire for the estimated water that was used for the fire last August.

Operations Staff: Ron -- Update on BOD/SS Requirements from State Water Board – **Copenhafer explained** that BOD is how much oxygen is used over a period. That period is five days. He explained the testing process and the district requirements. The treatment plant is performing as it should be until the disinfection chamber. Operation is looking into the cause. Emerson said he is in the process of negotiating with the state to raise the District's BOD requirements to 30 or 40 because the district doesn't discharge into the U.S. waters, the discharge releases into PERC Ponds.

Copenhafer explained how the disinfection system works, and they will be flushing it out to see if this is the problem. Sandy Feretto asked if the Perc Ponds every flows into the river. Copenhafer explained about the several monitoring wells in place to monitor the river below the ponds. The state regulates the waste discharge allowed into public waters.

Office Staff: Tina - Update on depreciation – **Stillwell reported the depreciation was high in November** because it was being recalculated for the addition of the Water Treatment Plant.

Board Members: No Reports

General Manager—Ralph Emerson said we have started to work on the 16-17 budget and asked for a good time for the budget committee to meet. Emerson is working on locating a new chemical provider. Emerson wants to schedule another board study section in the near future.

VI. <u>REGULAR AGENDA ITEMS</u>

A. <u>CONSENT AGENDA</u>

- A.1 <u>Approve Financials</u>
- A.2 <u>Approve 2/23/16 Regular Meeting Minutes</u>
- A.3 Operations Safety Report Motion: Wellborn Second: Byron Ve

Vote: 4 yes votes

B. <u>GENERAL BUSINESS</u>

B.1 <u>Rate Study Proposal</u> - Discussion possible action Emerson said there has been a discussion on the need for a third rate tier during the drought period, if we go with a third tier we will need a rate study. He also said a rate study is needed to get grant monies. RCAC will do a rate study free of charge. CRWA will do a study for \$3500.00. Chair Brodersen said a free rate study would be ok. Emerson asked for approval to schedule a rate study with a \$3500.00 limit

Motion: Anderson Second: Wellborn for discussion. Wellborn said if the rates covers our costs now he didn't think a third tier would do anything for the district, as far as grant money the rate study would be a good idea. Vote: 4 yes votes

- B.2 <u>New District Web Site</u> Emerson said Ron has been managing the district website for years. He said there were new website providers out there with a simpler process. Emerson will do more research. Vice Chair Bryan uses Yola for his website.
- B.3 <u>Purchase New Utility Truck</u> **Emerson presented a quote for a new utility truck and said** we may finance the truck. He will have the truck set up, and it will be ready by July 2016. He needs the authorization to order the new utility truck.

Motion: Director Anderson Second: Director Wellborn

Wellborn asked if he does not get the fleet price could he go someplace else, Emerson said they could give him a price limit. Vice Chair Bryan asked about the warranty package and to explore prepaid maintenance. Emerson will find out what the warranty covers.

The motion authorizing GM Emerson to purchase a new utility truck was pass by 4 yes votes.

B.4 LAFCO Official Ballot for Nominee-Humboldt County

No Action Taken

B.5 <u>Declaration of Solar Panel as Surplus Property</u> - Emerson explained a solar panel was found on the SWTP property. The 4' X 6' panel is valued at approximately \$100.00. The district has no use for it, and Emerson recommends that the district surplus the panel.

Motion: Bryan	Second: Wellborn	Vote: 4 yes votes
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C. <u>POLICY REVISION / ADOPTION</u>

C.1	-	rticle 7: Section 7.6, 1-3 (
	Approval of Resolution #16-001Authorizes GSD to Amend the Water Ordinance Article 7: section 7.6, 1-3 Cross Connection					
	Motion: Bryan	Second: Anderson	Vote: Ro	ll Call 4 yes votes		
C.2	Water Ordinance, Ar	rticle 7: Section 7.9, 1-5 B	ackflow Prevention			
	Approval of Resolution # 16-002 Authorizes GSD to Amend the Water Ordinance, Article					
	· · · · · · · · · · · · · · · · · · ·	Backflow Prevention				
	Motion: Bryan	Second: And	lerson Vot	te: Roll Call 4 yes votes		
C.3 <u>Water Ordinance, Article 10: Section 10.8 Abandonment Charge</u>						
	Approval of Resolu	tion # 16-003 Authorize	s GSD to Amend the	e Water Ordinance, Article		
	10: Section 10.8 Abandonment Charge					
	Motion: Anderson	Second:	Wellborn	Vote: Roll Call 4 yes		
	votes					
C 4	Water Ordinance Art	ticle 10 [.] Section 10.9 Dis	continuance of Servi	ce.		
C.4	Approval of Resolu 10: Section 10.8 Ab Motion: Anderson votes	ition # 16-003 Authorizes andonment Charge	s GSD to Amend the Wellborn	Vote: Roll Call 4 yes		

- Water Ordinance, Article 10: Section 10.9, Discontinuance of Service

 Resolution # 16-004 Discussion and will bring back with correction

 Motion:
 Second:
 Vote:
- C.5 <u>Water Ordinance, Article 12: Public Fire Protection</u> After discussion, this item will be brought back next meeting

VII. ITEMS FOR NEXT BOARD MEETING

- 1. First Budget Review 2016/2017
- 2. Second Reading, Water Ordinance, Article 12: Public Fire Protection
- 3. Open Bids and award sale of Surplus Solar Panel
- 4. Water Ordinance Article 10 Section 10.9 Discontinuance of Service

VIII. <u>ADJOURNMENT</u>

Meeting was adjourned at 6:30 pm

Next Board Meeting April 26, 2016