GARBERVILLE SANITARY DISTRICT BOARD OF DIRECTORS MEETING MINUTES

August 28, 2018 5:00 p.m. – Open Public Session Tour of Water Treatment Plant

I. REGULAR MEETING CALLED TO ORDER

Meeting called to order 5:01 p.m. Tour of water treatment plant-Chlorine Contact Chamber 5:20 p.m.

II. ESTABLISHMENT OF QUORUM

Rio Anderson-Present Linda Brodersen Doug Bryan Richard Thompson

III. APPROVAL OF AGENDA

Motion: Rio Anderson Second: Richard Thompson Vote: 4-0

IV. OPEN SESSION

A. Board Report of action, if any, taken during closed session—No action

V. COMMENTS AND QUESTIONS FROM THE AUDIENCE

General Public / Community Groups

VI. <u>ANNOUNCEMENTS AND COMMUNICATIONS</u>

REPORTS AND PRESENTATIONS

Operations Staff- 0

Office Staff- 0

Board Members- Sexual harassment training Ralph and Linda attended August 6th, 2018. The training was positive.

General Manager—Ralph Emerson

See page 4

VII. REGULAR AGENDA ITEMS

A. <u>CONSENT AGENDA</u>

A.1 Approve 7/24/2018 Regular Meeting Minutes - pg. 5-6

A.2 Operations Safety Report- pg. 7-8

Motion: Doug Bryan Second: Rio Anderson Vote: 4-0

The financial statement for June 2018 will not be available this meeting. The June financial statements are a reflection of the complete year and as such the accountants perform all year end reconciliations and adjustments prior to these financial statements being issued. The amount of work necessary for closing year end is significantly more than a normal month. It is necessary to delay the financials to make sure that they accurately portray the District's year-end financial standing.

B. GENERAL BUSINESS – Action items

B.1 Water Treatment Plant Tour-Contact Chamber Update Pg. 9

The board members and district staff, plus members of the public attended the water treatment plant tour. The chlorine contact chamber is roughly 36ft and weighs 35,000pds. What is significant about this tank is it is brand new to California. We are the first water district to try out this above ground tank. The district is waiting on the tracer study, from the state water board to prove the tank works. Also, the district is waiting on the tank to be plumbed into the water treatment plant.

B.2 <u>Maple Lane Sewer Line Replacement Project</u> pg. 10-14

(Discussion-possible action)

Van Meter completed this project.

B.3 Project Update within GSD Boundaries pg. 15-16

(discussion-possible action)

B.4 Annual Water Report—River, Diversion, Treatment, Metered

(discussion-possible action) handout at meeting

This graph needs more research and time to complete.

B.5 <u>Customer Service Charge-Rate Study Update</u> pg. 17-20

(discussion-direction)

The District has a really complicated formula to determine our rates. The District at this time needs to follow what was adopted. We are in the process of simplifying our rates so it is easier to understand.

C. POLICY REVISION / ADOPTION

C.1 <u>Personnel Policy—Employee Approved Days Off</u> Sec:5.3.1—5.3.9 pg. 21-24 (discussion only) first reading

Bring back with staff input.

C.2 Service Charge Discount for low income and Senior Customers pg. 25

(discussion only) first reading

Bring back after more research is done.

C.3 Water Tampering Fine pg. 26

(discussion only) first reading

When a customer tampers with their meter after being turned off for non-payment. Bring back.

VIII. PUBLIC COMMENT ON CLOSED SESSION ITEM

IX. CLOSED SESSION

General Manager-Public Employee Performance Evaluation, California Code (54957)

X. REPORT OUT OF ANY ACTION TAKEN IN CLOSED SESSION

The closed session was adjourned at 7:30 p.m. During closed session there was no action taken.

XI. <u>ITEMS FOR NEXT BOARD MEETING</u>

- 1. Rate Presentation
- 2. 10 year Capital Improvement Plan
- 3. Agricultural Water Use Ordinance –Sec 15.9
- 4. Chlorine Contact Chamber Update
- 5. Personnel Policy—Employee Days Off
- 6. Senior-Low Income Service Charge Discount
- 7. Water tampering fine
- 8. Multi Family Customers

XII. ADJOURNMENT

6:30 p.m