

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

Date of Meeting: December 17th, 2019

5:00 p.m. – Open Public Session

I. REGULAR MEETING CALLED TO ORDER

5:02 p.m.

II. ESTABLISHMENT OF QUORUM

**Rio Anderson-Present
Linda Brodersen
Doug Bryan**

Julie Lyon- Arrived at 5:06 p.m.

III. APPROVAL OF AGENDA

Motion: Rio Anderson Second: Doug Bryan Vote: 3-0

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

V. OPEN SESSION

VI. COMMENTS AND QUESTIONS FROM THE AUDIENCE

Andrew Fowlkes received approval for a well drilling permit through Humboldt County Department of Environmental Health. Andrew is hoping the District will approve the well and allow the process to be completed. This matter will be on the January 2020 Agenda.

VII. ANNOUNCEMENTS AND COMMUNICATIONS

**REPORTS AND PRESENTATIONS –
Operations Staff- 0**

Office Staff- 0

Board Members- Doug had a question on the 2019 Audit.

Correspondence- 0

General Manager—Ralph Emerson Pg. 4

VIII. REGULAR AGENDA ITEMS

A. CONSENT AGENDA

- A.1 Approve Financials Date October 2019
- A.2 Approve Date: November 19, 2019 Regular Meeting Minutes
- A.3 Operations Safety Report

Motion: Rio Anderson Second: Julie Lyon Vote: 4-0

B. GENERAL BUSINESS – *Action items*

B.1 Board Organization and Duties
(action required)

Nomination of Chairperson

Motion: Doug Bryan **Second: Julie Lyon** **Vote: 4-0**

Doug nominated Linda Brodersen as Board Chairperson.

Nomination of Vice Chairperson

Motion: Rio Anderson **Second: Julie Lyon** **Vote: 4-0**

Rio nominates Doug Bryan as Board Vice Chairperson.

Nomination of Secretary

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

Doug nominates Ralph Emerson as Board Secretary.

Nomination of Treasurer

Motion: Rio Anderson **Second: Linda Brodersen** **Vote: 4-0**

Rio nominates Julie Lyon as Board Treasurer.

Authorized Signatures to Sign For The District

Motion: Doug Bryan **Second: Julie Lyon** **Vote: 4-0**

The authorized signatures are Ralph, Mary, Doug, Rio, Julie and Linda.

B.2 Approve 2020 Board Calendar
(action requested)

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

B.3 Board Member Vacancy Update
(discussion-possible action)

Motion: Julie Lyon **Second: Doug Bryan** **Vote: 4-0**

Dan Thomas is interested in the vacant board position. The board of supervisors has to approve and appoint Dan Thomas for the GSD board.

B.4 Marcus Schaible Request for Sewer Service
(discussion-possible action)

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

The board approves Marcus Schaible's request for a new sewer connection. The District will be involved in the detailed planning of this project.

B.5 Connick Creek Customer Request for Annexation
(discussion-possible action) information at meeting

The District is not responsible for the waterline behind the master meter in Connick Creek. The liability is too high for the District to Annex this waterline.

B.6 Update on Operations During Storms
(discussion—possible action) Update from Staff

The operators reported issues with the water treatment plant. The issues get worse during a storm. Note the water quality is exceptional with the filtration system we have. That part of the system was built correctly.

B.7 Rate Study Update
(information Only)

The rate study report will be available at the January 2020 board meeting. The plan is to be able to adopt these rates by the May 2019 billing.

B.8 SHCP Water Service Update Including Protests for change in Place of Use
(discussion possible action)

First motion is to approve Ralph and Jennie coordinating the responses.

Motion: Rio Anderson Second: Julie Lyon Vote: 4-0

Second Motion is to remove a line out of the annexation consent agreement and covenant as shown. Which is to delete including the applicable processing fees for the annexation of the park property.

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

The application was sent into the State Water Board to change the place of use to include portions of the Southern Humboldt Community Park property. There was a notice given by the Water Board that closed in December. Out of that notice 27 letter of support were received by the water board, along with 4 protest applications.

B.9 Grant and Funding Process for GSD Projects Update
(discussion only)

Combine tank projects for savings.

C. POLICY REVISION / ADOPTION

C.1 Water Ordinance-Payment of Bills: Late Payment Procedures, Sec 9.5(b)
(discussion-no action) 1st reading

Discussion on what to do with delinquent accounts with the District.

C.2 Water Ordinance— Service Connections, Section 4.9
(discussion—no action) 1st reading

Bring Back.

IX. CLOSED SESSION

No Items For Closed Session.

X. RETURN TO OPEN SESSION

Report of any actions taken in Closed Session

XI. ITEMS FOR NEXT BOARD MEETING

1. Late Payment Procedures
2. New Board Member Update
3. Rate Study Presentation
4. 2019-2020 Budget Update
5. SHCP Request for Potable Water Update

XII. ADJOURNMENT

6:35 p.m.