

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

**Date of Meeting: November 19<sup>th</sup>, 2019  
5:00 p.m. – Open Public Session**

**I. REGULAR MEETING CALLED TO ORDER**

5:00 p.m.

**II. ESTABLISHMENT OF QUORUM**

Rio Anderson-Absent

Linda Brodersen-Present

Doug Bryan

Julie Lyon

**III. APPROVAL OF AGENDA.**

Motion: Doug Bryan    Second: Julie Lyon                      Vote: 3-0

The Districts Legal Counsel spoke on behalf of the District. An item came after the Agenda was already posted. Notification from the California Water Board intention to file a complaint against the District related to a prior cease and desist. The notice was given a day before the meeting. Legal Counsel asked that a motion be made to add to the Agenda a closed session agenda item for potential anticipated litigation. 1. Case California Water Board investigation inquiry of place of use restrictions. Also Legal Counsel asked to move the closed session agenda item to the beginning of the meeting.

Motion: Doug Bryan                      Second: Julie Lyon                      Vote: 3-0

**IV. THE BOARD WILL ENTER CLOSED SESSION AT THE BEGINNING OF MEETING**

**V. OPEN SESSION**

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

General Public / Community Groups

**VII. ANNOUNCEMENTS AND COMMUNICATIONS**

REPORTS AND PRESENTATIONS

Operations Staff- 0

Office Staff- Mary's report about attending Board Secretary's Conference in Monterey.

Board Members- 0

Correspondence- Linda Brodersen read a letter from the Southern Humboldt Community Park.

General Manager—Ralph Emerson                      pg. 4

**VIII. REGULAR AGENDA ITEMS**

**A. CONSENT AGENDA**

A.1 Approve Financials Date August, September 2019 -

A.2 Approve Date: October 22, 2019 Regular Meeting Minutes -

A.3 Operations Safety Report-

Motion: Julie Lyon                      Second: Doug Bryan                      Vote: 3-0

**B. GENERAL BUSINESS – Action items**

B.1 SHCP-Annexation Consent Agreement and Covenant pg. 33-47  
(action required) resolution 19-013

**Resolution 19-013 Motion: Julie Lyon Second: Doug Bryan Roll Call Vote: 3-0 Motion Carried**  
**The Board Authorized the Chair of the Board to sign the Annexation Consent Agreement and Covenant**  
**Motion: Doug Bryan Second: Julie Lyon Vote:3-0**

B.2 Projects and Funding Update  
(action requested)

B.3 Final Audit Report pg. 49-55

**Motion: Julie Lyon Second: Doug Bryan Vote: 3-0**

**The Board gave Linda Brodersen direction to sign the letter.**

**\*Linda wanted to highlight that the Auditors report stated “Keith encountered no difficulties dealing with management and completing the Districts audit.”**

B.4 Board Member Vacancy -----Update

**No applications at this time.**

B.5 PG&E Power Outage Update

**Fuel cost during the scheduled power outages we higher than anticipated.**

B.6 Late Payment Customer Process  
(discussion—possible action)  
**Bring Back**

B.7 2018 Consumer Confidence Report  
(information- discussion)  
**Reports are available on the website and in the District office.**

B.8 Telemetry and Alarm Update  
(information Only)  
**Dan gave a report on this issue.**

**C. POLICY REVISION / ADOPTION**

C.1 Updated Water Ordinance Completed  
(discussion possible action)

**Bring Back.**

**IX. CLOSED SESSION**

A. **Legal Counsel requested to move the closed session item to the beginning of the agenda.**

**X. RETURN TO OPEN SESSION**

\_\_\_\_\_ **The Board gave direction to staff to engage with the California Water Board and authorize the General Manager to obtain outside legal counsel for this issue.**

**XI. ITEMS FOR NEXT BOARD MEETING**

1. Rate Study Update
2. Board Member Vacancy
3. Humboldt County Water Use Comparisons
4. **December 17, 2019**

**XII. ADJOURNMENT**

**6:18 p.m.**