

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

June 28, 2016 5:00 p.m.

I. REGULAR MEETING CALLED TO ORDER

Chair Brodersen called the meeting to order at 5:00 pm

II. ESTABLISHMENT OF QUORUM

Present: Rio Anderson, Linda Brodersen, Doug Bryan, Richard Thompson, Gary Wellborn

III. APPROVAL OF AGENDA

Chair Brodersen asked for a motion to approve the agenda as presented. Director Thompson made a motion to approve the agenda as presented. Anderson seconded the motion. The motion was carried by 5-0 vote.

IV. OPEN SESSION

Chair Brodersen opened the meeting and asked for any public comment.

V. COMMENTS AND QUESTIONS FROM THE AUDIENCE

Kristin Vogel asked about out of area service connection for the Park that she saw in the local paper.

**VI. ANNOUNCEMENTS AND COMMUNICATIONS
REPORTS AND PRESENTATIONS**

Operations-Office Staff – Nothing to report

Board Members – Nothing to report Brodersen reported that Thompson and Wellborn met with Emerson concerning rate increases. Also, Brodersen mentioned receiving HLAFCo’s 2016-17 budget letter. The letter indicated they would be going into their reserves next year. Also, the district received a letter from the county reporting the issue with the Shell Station is resolved.

General Manager—Ralph Emerson thanked the board for participating in the workshop. He reported he attended the CSDA Managers Meeting and board study session in Squaw Valley. He said there were some upcoming policies and regulations.

VII. REGULAR AGENDA ITEMS

A. CONSENT AGENDA

- A.1 Approve May 2016 Financials **Pulled for discussion**
- A.2 Approve 5/24/16 Regular Meeting Minutes
- A.3 Approve 6/21/16 Special Meeting Minutes
- A.3 Operations Safety Report –

Brodersen asked for a motion to approve the May 24th and June 21st meeting minutes and Ron’s verbal report.

Motion: Wellborn

Second: Anderson

Vote: 5-0

May 2016 financial questions:

Thompson questioned the printer bought for the waste water treatment plant; Ron explained.
Ralph's lunch, Ralph explained.
Dazey supplies. Tina explained the supplies.
Computer purchase – Ron explained
GIS computer repair – Ron explained
Phones – Tina and Ralph explained
Napa supplies – Ron and Tina explained
Umpqua Bank fees – Tina explained.
Brodersen asked for a motion to approve the financials.
Motion: Thompson Second: Wellborn Vote: 5-0

VIII. GENERAL BUSINESS

B.1 2016—2017 Budget Approval
Ralph said the budget hadn't changed much since last month, and he feels that the district can balance the budget. We will try to cut costs where we can. He asked the board to approve the budget as presented.
Brodersen asked for a motion to approve the 2016-17 budget as presented.

Motion: Wellborn Second: Thompson Vote: 5-0

B.2 Rate Study to include a 3rd tier for excessive water use
Ralph reported meeting with Thompson and Wellborn about a third tier for heavy water user. They decided a higher rate for all year round was more appropriate than just during the drought months. A rate study would have to be done, and we will need to follow the Prop 218 law. After discussion, Ralph requested direction from the board. Brodersen asked for a motion to direct Ralph to pursue a rate study.

Motion: Wellborn Second: Anderson Vote: 5-0

B.3 Joint Board meeting with Redway CSD
Ralph said he goes to meetings trying to work together with other districts. Redway is the closest and said it would be nice for the board to send a letter to RCSD requesting a joint meeting and discuss working together. The board agreed that they feel it would be beneficial for everyone if the two districts were to work together. Brodersen asked for a motion to pursue sending a letter to RCSD concerning a joint meeting.

Motion: Wellborn Second: Thompson Vote: 5-0

B.4 Board Training Interest and Course
Ralph said that CSDA wants to provide education in the areas that the boards need and he will find what is available and how to set up the training. Brodersen requested that the district sends the board members reminders of when the mandatory training is due. Ralph will email the board members a list of webinars that are available.

IX. POLICY REVISION / ADOPTION

C.1 Water Ordinance, Article 12: Public Fire Protection 12.2 Moving fire hydrants
(Second reading) Resolution #16-007

Brodersen asked for a motion to approve amending Water Ordinance, Article 12: Public Fire Protection and 12.2 Moving Fire Hydrants with the deletion of the word installed.

Motion: Wellborn Second: Thompson Vote: 5-0

Brodersen asked for a motion to adopt Resolution 16-007 amending Water Ordinance, Article 12: Public Fire Protection and 12.2 Moving Fire Hydrants with the following changes: A – delete the word installation B – delete the words replace, repair, or install and insert the word move.

Motion: Thompson Second: Anderson Roll Call Vote: 5-0

C.2 Board Policy, 7.0 Remuneration and Reimbursement, 7.1 Director Fee

Ralph said in January each year the board can establish the monthly reimbursement amount for the directors. The board was fine with the current amount.

Brodersen asked for a motion for to approve the board policy 7.0 Remuneration and Reimbursement, 7.1 Director Fee.

Motion: Anderson Second: Thompson Vote: 5-0

X. ITEMS FOR NEXT BOARD MEETING

1. Status of new utility truck
2. Wallen Road repairs update
The board set the study session for Tuesday, July 19th 4 pm – 6 pm
3. Multi-family uses policy
4. Rate Study
5. New Ordinance: New Fire Hydrant Installation

XI. ADJOURNMENT

Brodersen adjourned the meeting at 6:22 p.m.

Respectfully submitted

Tina Stillwell

