

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

Date of Meeting: Tuesday January 26th, 2021

5:00 p.m. – Open Public Session

I. REGULAR MEETING CALLED TO ORDER

5:03 p.m.

II. ESTABLISHMENT OF QUORUM

**Rio Anderson-Present
Linda Brodersen- Present
Doug Bryan-Present
Julie Lyon-Present
Dan Thomas- Present**

III. APPROVAL OF AGENDA

Motion: Julie Lyon Second: Dan Thomas Vote: 5-0

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

V. OPEN SESSION

VI. COMMENTS AND QUESTIONS FROM THE AUDIENCE

Peter Connolly attended the meeting.

VII. ANNOUNCEMENTS AND COMMUNICATIONS

REPORTS AND PRESENTATIONS

Operations Staff- 0

Office Staff- 0

Board Members- Rio Anderson was sworn into office December 21st, 2020

Correspondence-

General Manager—Ralph Emerson Pg. 4

Ralph will apply for Measure Z funding again this year.

There was a sewer spill inside a customer's house on upper maple. The District is paying for the cleanup and repairs.

VIII. REGULAR AGENDA ITEMS

A. CONSENT AGENDA

A.1 Approve Financials Date November 2020 - Pg. 5-16

A.2 Approve Date: December 15th, 2020, Regular Meeting Minutes - Pg. 17-19

A.3 Operations Safety Report- Pg. 20-21

Motion: Rio Anderson Second: Doug Bryan Vote: 5-0

B. GENERAL BUSINESS – Action items

- B.1 Audit Update
Information at Meeting

The Audit should be completed by the end of March 2021. The District was approved for a 3 year waiver to continue using Keith Borges for the annual Audit.

- B.2 Strategic Planning and Budget Meeting—Appoint Committee Members
(direction requested)

Budget Committee- Linda Brodersen, Rio Anderson

- B.3 Grant and Projects Update
(discussion-possible action) Jennie Short

- B.4 Cannabis Water Use-Will Serve Applications-Ag Meters
(discussion-possible action) (update from staff and Jennie Short)

The District has three pending cannabis will serve applications. At this point the District needs a committee to review each application and its effects on the District. The Board Chairperson appointed Rio Anderson and Doug Bryan to the cannabis committee. Each application is different and needs to be dealt with on a case by case basis. Staff will look into what other Districts are doing with their cannabis customers. Connick Creek is a private waterline that the District serves. The District has some responsibility to make sure we supply an adequate water supply to the residents that were already in place in Connick Creek.

- B.5 Update on River Conditions and Water Demand
Information Only – at meeting

The CFS was 340 on January 26, 2021. Looking at years past the river levels vary year to year.

- B.6 Call-Outs for Emergencies after hours
(discussion—possible action) Update from Staff

The operators had a lot of call outs this last month. The water treatment plant needs the media replaced. This happens roughly every 5 years. Garberville and The Redway District both need their media replaced, we are trying to get a bulk price.

- B.7 Ethics and Harassment Training (Required)
(information Only)

Management and the Board Members are required to have this training. The training is available online.

- B.8 Emergency Procedures Update
(discussion possible action)

Motion: Dan Thomas

Second: Rio Anderson

Vote: 5-0

This list will be added to the District website.

C. POLICY REVISION / ADOPTION

- C.1 Personnel Policy-Vacations 5.1
(discussion-no action) 1st reading

Bring Back.

- C.2 Water Ordinance- Discontinuance of Service, Sec 10.9
(discussion—action requested) 3rd reading resolution# 21-001

Bring Back. Add to the application a \$200 sewer discontinuance of service fee.

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. Personnel Policy—Vacation pay 5.1
2. Discontinuance of Service Sec 10.1
3. Cannabis Will-Serve Application Process
4. Connick Creek Water Distribution Planning
5. **700 Forms**

XII. ADJOURNMENT

@ 6:28 p.m.