

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

**Date of Meeting: July 28, 2020**

**5:00 p.m. – Open Public Session**

## **TELECONFERENCE MEETING**

### **IMPORTANT MEETING PARTICIPATION NOTICE:**

Following the Direction of Governor Newsom in stopping the spread of the COVID-19 virus, the Board Meeting referenced in this Agenda will be conducted through teleconference. Members of the public are encouraged to participate. In order to participate, please call the following teleconference phone number: (916) 588-9668 at/prior to the meeting start time. When prompted, please enter 2451 (then press #), the password is 1234 (then press #). You are encouraged to join the conference line prior to the meeting start time in the event of conferencing difficulties.

If you are unable to access the teleconference line, please call the District main line: (707) 923-9566, and the District will make every effort to accommodate you.

**I. REGULAR MEETING CALLED TO ORDER**

**@ 5:00 p.m.**

**II. ESTABLISHMENT OF QUORUM**

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

**III. APPROVAL OF AGENDA**

The June 23, 2020 closed meeting minutes need to include that the Board gave a positive evaluation and voted unanimously 5-0 to extend Emerson's contract for five more years.

**Motion: Dan Thomas**

**Second: Rio Anderson**

**Roll Call Vote: 3-0**

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

**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- 0

Board Members- 0

Correspondence- 0

General Manager—Ralph Emerson

Funding from RCAC came in for the purchase of the used backhoe.

**VIII. REGULAR AGENDA ITEMS**

**A. CONSENT AGENDA**

A.1 Approve Financials Date May 2020

A.2 Approve Regular Meeting Minutes-Date: June 23rd, 2020

A.3 Operations Safety Report

**Motion: Rio Anderson**

**Second: Dan Thomas**

**Roll Call Vote: 3-0**

**B. GENERAL BUSINESS – *Action items***

B.1 Update on On-Line Banking Options

(discussion-possible action) report from Mary

**Bring back with more detail.**

B.2 Corona Virus Impact to Operations and Revenue

(discussion--possible action)

**Motion: Dan Thomas**

**Second: Rio Anderson**

**Roll Call Vote: 3-0**

**The board gave the District staff the direction to send out a letter to all the past due customers.**

**The board suggested quoting the Governors Executive order in the letter as well as adding a link on the Districts website.**

B.3 Clean Water State Revolving Fund Small Community Grant: Notice of Exemption for Bear Canyon Aerial Sewer line Planning Project

(discussion-action requested) resolution 20-012

**Motion: Dan Thomas**

**Second: Rio Anderson**

**Roll Call Vote: 3-0 Motion Carried**

**The board adopted the Notice of Exemption and finds that the project is exempt from CEQA review.**

B.4 State Water Board Inspection

(information only) report from Dan and Brian

**On July 21, 2020 the district had an inspection from the State Water Board, Ronnean Lund.**

**A report of the inspection will be drafted on any issues found during the inspection.**

**Ronnean found that both water tanks that the district has applied for grant funding, are in fact leaking. The district hopes that funding for both tanks will be expedited.**

B.6 Update on Operations and Repairs

(discussion—possible action) report from Ralph and Dan

**Information only**

- B.7 Consumer Confidence Report--What is This  
(discussion-no action)

**This report is given to each customer. On the CCR it states that we are pleased to report that are water meets all State and Federal requirements. The current CCR report can be found on the district website and a copy can be requested through the office.**

- B.8 Board Member Roles and Responsibilities  
(discussion—no action)

**Information only**

**C. POLICY REVISION / ADOPTION**

- C.1 Water Ordinance- Sec. 14.5, Drought Plan and Requirements  
(discussion-possible action) 4<sup>th</sup> reading—resolution #20-011

**Motion: Dan Thomas                      Second: Rio Anderson                      Roll Call Vote: 3-0 Motion Carried**

**Drought conditions as identified by the State of California, Humboldt County or Garberville Sanitary District, the Drought Contingency Plan will go into effect immediately. This plan will be implemented by Garberville Sanitary District and the public will be made aware of this plan through the media and customer outreach.**

**IX. CLOSED SESSION**

No items for Closed Session

**X. RETURN TO OPEN SESSION**

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Report of any actions taken in Closed Session

**XI. ITEMS FOR NEXT BOARD MEETING**

1. Personnel Policy Update
2. Eel River Flow Rate History
3. On-Line Banking
4. Projects update
5. COVID-19 Impact On Revenue And Operations
6. Drought Contingency Plan

August 18<sup>th</sup> , 2020 is the next Board Meeting

**XII. ADJOURNMENT**

**6:02 p.m.**