

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

July 24, 2018

5:00 p.m. – Open Public Session

I. REGULAR MEETING CALLED TO ORDER

@ 5:06 pm

II. ESTABLISHMENT OF QUORUM

Rio Anderson-Present (arrived at 5:51 pm)

Linda Brodersen-Present

Doug Bryan-Present

Richard Thompson-Present

III. APPROVAL OF AGENDA

Motion: Richard Thompson Second: Doug Bryan Vote: 3-0

IV. PUBLIC COMMENT ON ANY ITEM ON THE CLOSED SESSION AGENDA

V. CLOSED SESSION

A. No items for closed session

VI. OPEN SESSION

A. Board Report of action, if any, taken during closed session—No action

VII. COMMENTS AND QUESTIONS FROM THE AUDIENCE

General Public / Community Groups

The state is proposing a pass through service tax in which the district is against. The district is in the process of completing projects that will improve efficiency

VIII. ANNOUNCEMENTS AND COMMUNICATIONS

REPORTS AND PRESENTATIONS – 0

Operations Staff-0

Office Staff- 0

Board Members- Rates Meeting

General Manager—Ralph Emerson Pg. 4;

Ralph met with Rio to discuss water usage and introduced new staff member, Valerie.

A new security system was installed at the office, as well as, at the plant; Signs will be posted stating there is surveillance.

IX. REGULAR AGENDA ITEMS

A. CONSENT AGENDA

A.1 Approve Financials – Pg. 5-19

A.2 Approve 6/19/2018 Regular Meeting Minutes - Pg. 20-22

A.3 Operations Safety Report- Handout at Meeting

Motion: Doug Bryan Second: Richard Thompson Vote: 3-0

Motion Carried

B. GENERAL BUSINESS

B.1 Eel River Flow Data Compared to Last Year Pg. 23
(discussion-possible action)

A graph is being drafted dating 10 years back. The graph will identify correlations on water usage and natural disasters.

B.2 Water Treatment Plant Contact Chamber installation
(discussion-possible action) update

Project is taking longer due to unexpected circumstances.

B.3 CSDA Sponsored Sexual Harassment Training Pg. 24-25
(information)

Training will be held in McKinleyville. Ralph and Linda will attend.

B.4 Water Use Study Session-Assist Cannabis Growers Pg. 26
(discussion-possible action)

The district is requiring a different meter for agricultural use.

B.5 Participation with Local Agencies and Businesses Pg. 27
(discussion-possible action)

The district will advertise for local agencies and businesses but is unable to donate public funds.

Motion: Second: Vote:

B.6 Rate Study Update Pg. 28

Preliminary report of the Rate Study will be given at the August business meeting with public information available in September.

C. POLICY REVISION / ADOPTION

C.1 Payment of Bills, Late Fees, Sec 9.5 Pg. 29-32
(discussion possible action) second reading—resolution #18-008

Late charge will be increased to \$15 and will take effect in September. Customers will be notified by note on their bill, through the district’s website and it is posted in the office.

Motion: Rio Anderson Second: Richard Thompson Roll Call Vote: 4-0

C.2 Hazardous Conditions, Water Ordinance, Sec. 7.7(a) Pg. 33
(discussion—no action) First Reading

In need of an ordinance for hazardous conditions in the field.

C.3 Personnel Policy, Safety Policy, Sec. 7.1(a) Hazardous Work Conditions Pg. 34
(discussion—no action) First Reading

Doug appointed Ralph to seek advice from our attorney and review the policy.

X. ITEMS FOR NEXT BOARD MEETING

1. Rate Study
2. Water Balance Presentation
3. Agricultural Water Use Ordinance –Sec 15.9
4. Chlorine Contact Chamber----Site Visit

XI. ADJOURNMENT