

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

January 29th 2019

5:00 p.m. – Open Public Session

I. REGULAR MEETING CALLED TO ORDER

@ 5:02 p.m

II. ESTABLISHMENT OF QUORUM

Rio Anderson-Arrived @ 5:32 p.m.

**Linda Brodersen-Present
Doug Bryan
Richard Thompson
Julie Lyon**

III. APPROVAL OF AMENDED AGENDA

Motion: Richard Thompson

Second: Julie Lyon

Vote: 4-0

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

No closed session

V. OPEN SESSION

VI. COMMENTS AND QUESTIONS FROM THE AUDIENCE

Correspondence—Letters

Linda Brodersen presented an SDRMA Board of Directors Nomination Letter

VII. ANNOUNCEMENTS AND COMMUNICATIONS

REPORTS AND PRESENTATIONS –

Operations Staff- 0

Office Staff- 0

Board Members-

General Manager—Ralph Emerson Pg. 4

Ralph received training on how to handle 700 forms, and will provide training for Staff and Board Members. The GSD is in the process of turning in any missing 700 Forms.

VIII. REGULAR AGENDA ITEMS

A. CONSENT AGENDA

A.1 Approve Financials Date – Will include in Budget Update Discussion

A.2 Approve Date: December 18, 2018 Regular Meeting Minutes - pg. 5-7

A.3 Operations Safety Report- pg. 8-9

Motion: Julie Lyon

Second: Richard Thompson

Vote: 4-0

A. **GENERAL BUSINESS** – *Action items*

- B.1 Budget update 2018/2019—Jennie Short Report **pg. 10-21**
(discussion-possible action)
Financials- Motion: Julie Lyon **Second: Doug Bryan** **Vote: 4-0**

The District hopes to break even this year.

- B.2 Water Balance – Capacity - Efficiency Report **Pg. 22-44**

Handout at the meeting. Jennie Short gave the presentation.

- B.3 Bank Building Renovation Project **pg. 45-75**
(discussion-possible action)
Motion: Richard Thompson **Second: Julie Lyon** **Vote: 5-0**

- B.4 Humboldt Planning & Building Department- Development of a Parcel
(Amended Agenda Item)
The deadline on this project referral was February 2nd. Ralph wanted to get the Boards direction before responding. The Board is requesting more information. The application for a new connection be filled out and connection fees be paid.

- B.5 Rate Structure Presentation **pg. 76-88**
Authorize the Preparation of the Cost of Service Analysis
Motion: Doug Bryan **Second: Rio Anderson** **Vote: 5-0 Motion Carried**

Adopt Resolution 2019-001- Motion: Julie Lyon **Second: Doug Bryan** **Roll Call Vote: 5-0**

- B.6 Chlorine Contact Chamber Update **pg. 89-91**
The chlorine contact chamber was short circuiting in the middle. Highland Tank sent someone out locally to install missing parts. The District is having one more tracer study completed. Next meeting the District will have the tracer study results.

- B.7 Project Completion Update **pg. 92**

XI. ITEMS FOR NEXT BOARD MEETING

1. Rate Structure Process
2. Eel River Data
3. Southern Humboldt Community Health Care District Presentation
4. Form 700 Conflict of Interest Forms

XII. ADJOURNMENT

@ 8:00 p.m