

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

**Date of Meeting: Tuesday, February 21, 2023
5:00 p.m. – Open Public Session**

I. REGULAR MEETING CALLED TO ORDER

Doug Bryan called the meeting to order @ 5:03 p.m.

II. ESTABLISHMENT OF QUORUM

Rio Anderson-Present

Doug Bryan-Present

Julie Lyon-Absent

Dan Thomas-Present (Dan arrived at 5:15 p.m)

Richard Landes-Present

III. APPROVAL OF AGENDA

Motion: Richard Landes

Second: Rio Anderson

Vote: 3-0

IV. THE BOARD WILL ENTER CLOSED SESSION

No Closed Session

IVa. Questions or Comments about Closed Session Items

1. Conference with Real Property Negotiators (Government Code § 54956.8):

Property: Approximately *(undetermined)* acres of land and is a portion of the parcel designated as Assessor's Parcel Numbers APN 031-211-010, APN 031-211-012, APN 031-211-021, APN 223-061-016, APN 223-061-018

Garberville Sanitary District Negotiating Team with Russ Gans (GSD attorney) will participate and under negotiation: Price and/or terms of payment/conditions, Ground Lease and Development Agreement

V. RETURN TO OPEN SESSION

No Closed Session

VI. COMMENTS AND QUESTIONS FROM THE AUDIENCE

General Public / Community Groups ----*No Written Comments*

VII. ANNOUNCEMENTS AND COMMUNICATIONS

REPORTS AND PRESENTATIONS –

Operations Staff- River Levels—Operational Demands

Dan mentioned that the Alderpoint tank battery was stolen. The battery has been replaced and is not accessible now. The sewer headworks has had break-ins as well.

Office Staff- Laura Sweet gave a presentation on the website ADA compliance requirements and changes she has been making to the website.

Board Members- 0

Correspondence- 0

General Manager—Ralph Emerson Pg. 4

Ralph mentioned the Garberville Street Improvement Project. The District would like to replace the main water/sewer lines going down Redwood Drive before the project is completed.

VIII. REGULAR AGENDA ITEMS

A. CONSENT AGENDA

A.1 Approve Financials Date- No Financials

A.2 Approve January 31st, 2023 Regular Meeting Minutes - Pg. 5-7

A.3 Operations Safety Report- Handout at Meeting

Motion: Rio Anderson Second: Dan Thomas Vote: 4-0 (1 absent)

B. GENERAL BUSINESS – *Action items*

B.1 Update on Water Tank Replacement Project
(discussion-possible action)

Pg. 8-11
Jennie Short

The Project Team has been working on:

- Communicating with Swaffars about the terms of the property acquisition for the field, access, and waterline easements.
- RCSD received GSD’s letter regarding consolidation and provided a copy of the letter they had sent to the state outlining why they don’t want to pursue a physical intertie.
- The final base maps for Wallan Tank, Robertson Tank, and Hurlbutt tank and field have been completed by Points West and were transmitted to SHN for use on the preliminary engineering report figures.
- SHN has been working on preparing the Draft Preliminary Engineering Report
- As the Board requested, I attended and provided comments during the Waterboard Meeting on February 7th that contained the workshop for the Expedited Drinking Water Grant Funding Program Guidelines for possible additional construction funding for the expanded project should it be needed
- Coordination with SWRCB-DFA staff to amend the Prop 68 funding agreement to include SHN’s additional efforts has begun and will continue as the preliminary engineering efforts continue to proceed.

B.2 State Water Board AHO Denial of Ed Voice Request for Reconsideration Pg. 12-21
Of Water Rights Approval
(discussion-possible action)

The State Water Resources Control Board held a meeting on February 7, 2023, at which they unanimously denied Mr. Voice’s request for reconsideration of their approval of our petition to change the place of use. The notification of their action is attached to this memo. This was the last action for their process and we are now ready to complete the last few steps to activate water service to the Park. The remaining steps are:

1. Updating of the Water Service Agreement between GSD and SHCP documenting the additional conditions that were included by the State Water Resources Control Board as part of their approval of our revised license and permit. This updated agreement will need to be notarized so that it can be recorded with the County Recorder.
2. The SHCP will need to install the necessary onsite waterlines along with the pressure reducing backflow preventer.
3. The SHCP will need to finish paying off the balance of \$2,473.93 in 5 monthly installments.
4. The SHCP will need to pay for the GSD costs associated with making connection from the water main to the meter.
5. The meter still needs to be set by GSD (or our contractor), connected to SHCP’s line and turned on.

B.3 Authorized Check Signers for Umpqua Bank

Pg. 22-23

(action requested) Resolution #23-004

Motion: Dan Thomas Second: Richard Landes Roll Call Vote: 4-0 1 absent

B.4 Authorized Signers for Capital Project Expenses
(discussion-possible action)

A resolution will be prepared with the board’s recommendations that are specific to the project expenses. The resolution will be brought back to the next meeting for approval.

B.5 Water Capacity Report
(discussion-possible action) Jennie-Mary-Dan
Table

B.6 Mitchell Law Firm Rate Increase Pg. 24
(discussion-action requested)
Motion: Richard Landes Second: Rio Anderson Vote: 4-0 (1 absent)

B.7 Update on Minimum Wage Changes and Benefits
(discussion-action requested) Mary
The new minimum wage limit changed in January 2023. The amount went from \$15.00 to \$15.50 hourly.

C. POLICY REVISION / ADOPTION

C.1 Personnel Policy Review Pg. 25-77
(discussion—no action)

The District board is reviewing our personnel policy. The board will discuss their recommended changes at the upcoming meetings.

XI. ITEMS FOR NEXT BOARD MEETING

1. Water Capacity Report
2. Changes in Garberville
3. Project Update
- 4.
- 5.

The March 28th, 2023 BOD Meeting was rescheduled for April 4th, 2023

XII. ADJOURNMENT

Doug Bryan ended the meeting at 6:09 p.m.