

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

Date of Meeting: Tuesday, January 31, 2023
5:00 p.m. – Open Public Session

I. REGULAR MEETING CALLED TO ORDER

Doug called the meeting to order at 5:03 pm

II. ESTABLISHMENT OF QUORUM

Rio Anderson-Present

Doug Bryan-Present

Julie Lyon-Present

Dan Thomas-Present

Richard Landes- Present

III. APPROVAL OF AGENDA

The board made a change to the agenda, the closed session was moved to the end of the meeting.

Motion: Rio Anderson Second: Dan Thomas Vote: 5-0

IV. THE BOARD WILL ENTER 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 032-211-035, APN 032-211-011, APN 032-211-021, APN 223-061-007, APN 032-211-034, APN 032-111-025 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

(discussion—possible action)

V. RETURN TO OPEN SESSION

No action was taken during closed session.

VI. COMMENTS AND QUESTIONS FROM THE AUDIENCE

Meeting Attendance

Kristen Vogel

Lisa Music

VII. ANNOUNCEMENTS AND COMMUNICATIONS

REPORTS AND PRESENTATIONS –

Operations Staff- Operational Demands

Office Staff- 0

Board Members- 0

Correspondence- 0

General Manager—Ralph Emerson Pg. 4

A few customers have brought up questions concerning their service charges. One customer wrote a letter to the board. Laura has been working on updating the website and keeping the website compliant.

VIII. REGULAR AGENDA ITEMS

A. CONSENT AGENDA

A.1 Approve Financials Date September, October, November 2022 - pg. 5-39

A.2 Approve December 20, 2022 Regular Meeting Minutes – pg. 40-42

A.3 Operations Safety Report- pg. 43-44

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

B. GENERAL BUSINESS – *Action items*

B.1 Water Tank Replacement Project **pg. 45-146**

(discussion—possible action) Jennie

The board reviewed SHNS proposed addendum.

A motion was made to authorize Doug Bryan to sign the addendum to the engineering services contract with SHN.

Motion: Dan Thomas Second: Richard Landes Vote: 5-0

The board reviewed the final draft funding agreement with the State of California. The 4 ½ million dollars is for the planning and construction part of the project.

A motion was made to authorize Doug Bryan to sign the Final executable version of the agreement when it arrives.

Motion: Dan Thomas Second: Rio Anderson Vote: 5-0

The board reviewed the letter to RCSD regarding the possible consolidation and to authorize Doug Bryan to sign the letter on behalf of the District. The board voted to send the signed letter and emails to RCSD.

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

B.2 Final Audit 2022 **pg. 147-175**

(discussion-possible action) Jennie

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

Resolution 23-003 Motion: Julie Lyon Second: Dan Thomas Roll Call Vote: 5-0

B.3 River and Rain Update Past 20 Years

(discussion-possible action) Dan and Brian

B.4 Arrearage Code and LIHWAP Update
(discussion-possible action) Mary
The District has had 8 customers apply for this funding. That brings the total to \$5,157.66.

B.5 Pine Street Apartments-Building Project pg. 176-178

Information only.

B.6 Developer Projects Update
(discussion—no action)

B.7 Authorized Check Signers pg. 179-180
(action requested) Resolution 23-001
Table. Bring back with the changes to the Resolution that Umpqua Bank needs.

C. **POLICY REVISION / ADOPTION**

C.1 Amend Brown Act Policy pg. 181-242
(discussion—Action Requested)

The board adopted the amended brown act policy.

Motion: Richard Landes Second: Dan Thomas Vote: 5-0

C.2 Billing Procedures-Sec 9.5 pg. 243-253
(discussion-possible action) 3rd reading

Resolution #23-002

Motion: Dan Thomas Second: Richard Landes Roll Call Vote: 5-0

VIII. **ITEMS FOR NEXT BOARD MEETING**

1. Water Tank Replacement Project
2. River and Rain Update
3. Developer Project Update
- 4.
- 5.

The Next Board Meeting is February 21st, 2023

IX. **ADJOURNMENT**

Doug Bryan ended open session at 7:04 pm. The board entered into closed session at 7:06 pm