

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

**March 27, 2018**

**5:00 P.M. – Closed Session**

**5:15 P.M. – Open Public Session**

**I. REGULAR MEETING CALLED TO ORDER**

Open Session was called to order @ 5:25 pm

**II. ESTABLISHMENT OF QUORUM**

Rio Anderson -Absent

Linda Brodersen-Present

Doug Bryan

Richard Thompson

**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. **Conference with Legal Counsel-Anticipated Litigation.** Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code Section 54956.9: One Potential Case: The receipt of a written employment/labor law claim pursuant to the California Tort Claims Act dated August 11th, 2017, from Tina Stillwell. (California Government Code § 54956.9(e)(3).\_\_

**VI. OPEN SESSION**

No action was taken in closed session.

**VII. COMMENTS AND QUESTIONS FROM THE AUDIENCE**

General Public / Community Groups

**VIII. ANNOUNCEMENTS AND COMMUNICATIONS**

REPORTS AND PRESENTATIONS

Operations Staff- 0

Office Staff- 0

Board Members- Linda requests Sept 18<sup>th</sup> 2018 BOD meeting be moved to September 20<sup>th</sup> 2018.

General Manager—Ralph Emerson Pg 4.

Linda and Doug Re-Election in November 2018. Paperwork needs to be filed July 16<sup>th</sup> through August 10<sup>th</sup> 2018.

**IX. REGULAR AGENDA ITEMS**

**A. CONSENT AGENDA**

A.1 Approve Financials – pg. 5-19

**Pull financials for questions from Richard Thompson about budget numbers on certain line items which staff will research and report back.**

**Motion: Richard Thompson**

**Second: Doug Bryan**

**Vote: 3-0**

A.2 Approve 2/27/18 Regular Meeting Minutes - pg. 20-22

A.3 Operations Safety Report- pg. 23-24

**Motion: Richard Thompson**

**Second: Doug Bryan**

**Vote: 3-0**

**B. GENERAL BUSINESS – Action items**

B.1 Measure Z Funding—Fire hydrant Replacement

(discussion-possible action) update

**Wahlund Construction won the bid for the fire hydrant replacement project. First hydrant installed at AP tank. Second at South East end of town. Third hydrant to be replaced is on Riverview. The fourth hydrant replaced will be at Calico's. Route 2 was notified of possibility to be without water during the first hydrant replacement.**

B.2 Water Treatment Plant Contact Chamber repairs pg.

(discussion-possible action) update

**The Engineer is designing an above ground chlorine contact chamber. Contract is written, working on specs and working with our insurance company to be reimbursed. \_\_\_\_**

B.3 Phillipsville-Garberville Operations Agreement pg. 25-27

(discussion-possible action)

**Dan Arreguin could possibly work as a private contract operator for Phillipsville Water Company as long as it didn't interfere with GSD work schedule and being approved by the Board and GM.**

B.4 Update on Changes to Quick Books Accounting pg.

(Mary report)

**Must upgrade the current version of Quickbooks that the District uses because of required upgrades.**

B.6 Rate Study Update pg.

B.7 Alternative Electricity Research pg.

**RCEA may be interested in purchasing electricity from GSD if the District builds a solar power system. Ralph is in contact with Greenwire and RCEA about meeting with the District.**

B.8 CSDA Board Nomination pg. 28-33

(discussion-possible action) Resolution #18-006

It was approved to have Ralph Emerson submit name as a candidate for CSDA Board Member position in an effort to connect with other Districts throughout California and to gather information which benefits GSD.

**Motion: Richard Thompson**

**Second: Doug Bryan**

**Roll Call Vote: 3-0**

**C. POLICY REVISION / ADOPTION**

C.1 Water Ordinance Sec 9.7 Customer Guarantee—Requirements and Deposit pg. 34-35

(discussion-possible action) Resolution 18-003 (first reading)

**Bring back for more discussion**

**C. POLICY REVISION / ADOPTION----Continued**

C.2 Contact Chamber---Notice of Exemption pg. 36-41

(discussion-possible action) resolution #18-004  
**Motion: Richard Thompson**                      **Second: Doug Bryan**

**Roll Call Vote: 3-0**

C.3    Fire Hydrant Replacement—Notice of Exemption                      pg. 42-46  
          (discussion-possible action) resolution #18-005  
**Motion: Richard Thompson**                      **Second: Doug Bryan**

**Roll Call Vote: 3-0**

**X.    ITEMS FOR NEXT BOARD MEETING**

1. Rate Study
2. 10 year Capital Improvement Plan
3. Agricultural Water Use Ordinance –Sec 15.9
4. Budget Update 2018-2019
5. Water Ordinance Sec 9.7 Customer Guarantee—Requirements and Deposit

**XI.   ADJOURNMENT**

**@7:02 p.m.**





