

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

April 24th, 2018

5:00 P.M. – Closed Session

5:30 P.M. – Open Public Session

I. REGULAR MEETING CALLED TO ORDER

Linda called the meeting to order @ 5:05 p.m.

II. ESTABLISHMENT OF QUORUM

Rio Anderson___, Linda Brodersen___, Doug Bryan___, Richard Thompson___

III. APPROVAL OF AGENDA

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

No Change to the agenda.

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

V. CLOSED SESSION

A. General Manager Evaluation

Public Employee Performance Evaluation (§ 54957)

VI. OPEN SESSION

A. Board Report of action, if any, taken during closed session:

Linda Brodersen reports a positive performance evaluation.

VII. COMMENTS AND QUESTIONS FROM THE AUDIENCE

General Public / Community Groups

Kelly Lincoln asked if the District is over chlorinating the water. The District staff assured Mrs. Lincoln that we are safely treating the water. The District follows state requirements for safe potable water.

VIII. ANNOUNCEMENTS AND COMMUNICATIONS

REPORTS AND PRESENTATIONS

Operations Staff- 0

Office Staff- Mary reports fire hydrant replacement call, and the courtesy call was successful. See report details.

Board Members-

General Manager—Ralph Emerson Pg. 4

Ralph wants to setup strategic planning meeting date. He will email Board members to set a date that will be in line with the budget meeting.

IX. REGULAR AGENDA ITEMS

A. CONSENT AGENDA

- A.1 Approve Financials – Pg. 5-18
- A.2 Approve 3/27/18 Regular Meeting Minutes - Pg. 19-21
- A.3 Operations Safety Report- Pg. 22-23

Motion: Richard Thompson Second: Doug Bryan Vote: 4-0

B. GENERAL BUSINESS

- B.1 Measure Z Funding—Fire hydrant Replacement Pg. 24-27
Update

The District is very thankful for the \$60,000 Measure Z funding we were granted to replace 4 fire hydrants in town. In 1-3 months the District should be reimbursed for putting the money up front for the fire hydrant replacement project. The Riverview hydrant was an important fix. The Alderpoint hydrant was as well an important replacement. The fire department will not have to take water from town, this hydrant pulls water from a separate tank. At Calicos the District repaired the sidewalk and replaced the meter. Across the street from Calicos we put in a new fire hydrant. Now we have two fire hydrants in the middle of town, for safety measures. The District filled out the new application for this next year’s Measure Z Funding. The District is very satisfied with the project completed by Wahlund Construction.

- B.2 Water Treatment Plant Contact Chamber repairs Pg. 28-35
Update

The Chlorine Contact Chamber was a part of the original building plans. For the District to be in compliance with the state we have to replace the Chlorine Contact Chamber. Also, for the District to be able to keep up with the high water demands of the summer months, a Chlorine Contact Chamber must be installed. If the District is unable to get a Contact Chamber installed in time, the state may require we issue a boil water order. The state is letting us know what they require and the District is letting them know what we recommend.

- B.3 2018/2019 Budget Committee Report Pg. 36
(update)

The Board would like to see the utilities line go up, as the cost for power goes up. The budget will be presented to the Board in May for final draft.

- B.4 Solar Energy Update Pg.37
(discussion—direction)

The District is looking into saving money on PG&E cost. Alternative energy such as solar panels.

C. POLICY REVISION / ADOPTION

- C.1 Water Ordinance Sec 9.7 Customer Guarantee—Requirements and Deposit Pg. 38-43
(discussion-possible action) Resolution 18-003 (2nd reading)

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

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

Motion carried.

- C.2 Personnel Policy: Organization chart--Introduction—Sec 3.1 Pg. 44-46

(discussion-possible action) (first reading)

C.3 Resolution 18-007, Increase Contact Chamber Spending Limit Pg. 47

Motion: Richard Thompson

Second: Rio Anderson

Roll Call Vote: 4-0

The District needs more flexibility when it comes to purchasing what is needed for the Chlorine Contact Chamber. Resolution 18-007 allows Linda Brodersen to sign off on payment for the Chlorine Contact Chamber. As of now, we are limited to how much we can spend without calling a special meeting for Board approval.

X. ITEMS FOR NEXT BOARD MEETING

1. Rate Study
2. Personnel Policy Update
3. Agricultural Water Use Ordinance –Sec 15.9
4. Final Budget Approval 2018-2019
5. May 22nd, 2018

XI. ADJOURNMENT

Linda called the meeting to a close @ 6:23 P.M.