



# **GARBERVILLE SANITARY DISTRICT**

**P.O. BOX 211 • GARBERVILLE, CA 95542 • (707) 923-9566**

## **BOARD MEETING MINUTES July 26, 2016 5:00 PM**

### CALL TO ORDER

**Chairperson Linda Brodersen called July 26, 2016, Regular Business Meeting of the Garberville Sanitary District (GSD) Board of Directors to order at 5:00 P.M at the Garberville Sanitary District Office.**

### ROLL CALL

**Present: Chairperson Linda Brodersen, Treasurer Rio Anderson, Directors Gary Wellborn and Richard Thompson  
Absent: Vice-Chairperson Doug Bryan**

### STAFF/MEDIA

**Present: Ralph Emerson - General Manager, Tina Stillwell - Administrative Assistant.  
Ron Copenhafer - Chief Operator, Dan Arreguin, and Bryan Miller - Operators  
Media: Kelly Lincoln - KMUD Radio  
Public: Kristin Vogel**

### APPROVAL OF AGENDA

**Anderson made a motion to approve the agenda. Thompson seconded the motion. The motion was passed 4-0 vote.**

### PUBLIC COMMENT ON CLOSED SESSION

**No public comment**

### CLOSED SESSION

**A. General Manager evaluation**

### OPEN SESSION

**Report out of closed session - Positive evaluation, No action taken**

## PUBLIC COMMENT

No public comment

## ANNOUNCEMENTS AND COMMUNICATIONS

Operations Staff - **No Report**

Office Staff - **No Report**

Board Members - **No Reports**

General Manager - **Emerson responded that his report was in the packet, and unless there were any questions, he had nothing to add. Kelli Lincoln asked if he was going to talk about Fats, Oils, and Grease (FOG) later in the meeting. Emerson said the grease interceptor program was a program that he was going to adopt. He said that they would check the grease interceptors in town once or twice a year. They determine who has one and who may need an interceptor installed. Emerson gave a description the interceptor, saying it keeps the grease, oils, and fats from entering the district's collection system.**

## CONSENT AGENDA

1. Approval of the June 2016 Regular Meeting Minutes
2. Financials - Pulled for review
3. Operations Safety Report - Nothing to Report
4. Motion to Approve The Consent Agenda

**After review of the consent agenda, Director Thompson made a motion to pull the financials for further review. Director Wellborn made a motion to approve the June 2016 minutes and safety report as presented. Director Anderson seconded the motion. The motion was passed by 4-0 vote. After review, questions and answers of the financials Director Thompson made a motion to approve the June 2016 Draft Financials. Wellborn seconded the motion. The motion was passed by 4-0 vote.**

## GENERAL BUSINESS

- B.1 Status of Utility Truck and Financing (information only)

**Emerson reported the truck would be here any day, and he was going with Ford Motor Credit with a 3-year loan.**

- B.2 Wallan Rd Tank and Road Repairs (information only)

**Emerson reported Moody is interested in having water and is going through HLAFCo to get permission to get water. They are only about 100 yards away but are outside the district boundary. Emerson said our ordinance says that can't unless they are in district boundaries, so he didn't know how that was going to work. He said Scott Carmichael will allow the district an alternate route to the tank. Emerson said he is in the**

process of getting quotes for the road repairs. Director Thompson asked if the annexation of the Moodys was a possibility. Emerson said it was expensive to do, and didn't think it was a good use of district fund at this point, although he thought it should have been done originally.

B.3 Grant Funding for GSD Projects (information only)

Emerson said he and Jennie have been working on available funding for the projects coming up. The projects are the Wallan Tank Replacement, The Bear Canyon Line Replacement, and Meter Replacement.

B.4 Board Training Opportunities

Emerson handed out a list of available board training courses.

B.5 Media press release regarding GSD

Emerson created a press release for the board review and would like to release a press release monthly.

POLICY REVISION / ADOPTION

C.1 Article 4. Sec.4.9 Multi-Family Service Connection (first reading)

Emerson presented his ordinance amendment for multi-family charges. He read from some different California district's rate structures. It seems that they are charging multi-family units more for the water used versus a higher base rate.

Emerson will bring back Article 4 next meeting for second reading.

C.2 Article 12. Sec 12.3 Installation of Fire Hydrant (first reading)

The board reviewed and discussed Article 12 Sec. 12.3 agreeing to bring back for second reading.

C.3 Mission Statement

Garberville Sanitary District is committed to enhancing our community through excellent customer service, providing affordable potable water and wastewater services and be responsible stewards of our environment. Our focus is on being efficient with public funds while striving to educate the public about current water and wastewater issues.

#### C.4 Vision Statement

**Garberville Sanitary District will continue to meet or exceed all regulatory requirements for potable water and wastewater treatment. Aligning with community needs, ensuring that the infrastructure allows for future opportunities.**

**The operational strategy is to enhance the community while protecting the environment and ensuring all new developments meet strict standards that do not negatively impact the District or its customers.**

**Fiscally responsible operational procedures are a priority that will allow the District to operate within an approved budget while ongoing education will provide efficient and progressive techniques to better operate the treatment facilities and serve our customers.**

#### ITEMS FOR NEXT BOARD MEETING

1. Multiple Family Ordinance - second reading and resolution
2. Grease Interceptor Ordinance - first reading
3. Installation of Fire Hydrant Ordinance - second reading and resolution

#### ADJOURNMENT OF REGULAR MEETING

**Meeting was adjourned at 7:12 p.m.**

◆ Next Board Meeting August 23, 2016 at 5:00 pm

Submitted  
Tina Stillwell