

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

**December 19, 2017**  
**5:00 p.m. – Open Public Session**

**I. REGULAR MEETING CALLED TO ORDER**

Meeting called to order at 5:03 p.m.

**II. ESTABLISHMENT OF QUORUM**

**Rio Anderson-Present  
Linda Brodersen  
Doug Bryan  
Richard Thompson**

**III. APPROVAL OF AGENDA**

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

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

**V. CLOSED SESSION**

**A. No items for closed session**

**VI. OPEN SESSION**

A. Board Report of action, if any, taken during closed session—No action

**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- Richard, Linda, and Ralph met for the rate study meeting.**

**General Manager—Ralph Emerson Pg. 4**

**The Audit went very smoothly. Jennie and Mary worked attentively with Keith.**

**IX. REGULAR AGENDA ITEMS**

**A. CONSENT AGENDA**

A.1 Approve Financials – PULL

A.2 Approve 11/28/2017 Regular Meeting Minutes - pg 5-7

A.3 Operations Safety Report- pg 8-9

**Motion: Doug Bryan**

**Second: Rio Anderson**

**Vote: 4-0**

**B. GENERAL BUSINESS**

B.1 Town Square Restroom---Request to waive water base rate-upsized meter pg. 10-11  
(discussion-possible action)-Jim Truitt presentation  
More research needs to be done before action can be taken.

B.2 Water Treatment Plant Contact Chamber repairs pg. 12-13  
(discussion-possible action) update

Engineers are researching the possible reasons why the contact chamber failed.

B.3 Measure Z funding update--Bid Package for fire hydrant replacements pg. 14-15  
(discussion-possible action) Jennies packet included

B.4 Customer Contact list and Emergency Plan pg.  
(discussion-possible action)  
The District staff and Board are researching the best ways to contact our customer if/when emergency strikes. Mary is currently asking customers to update all contact information to build an accurate customer database.

B.5 Commercial Agricultural Water use, "Will Serve" Letter pg. 16-18  
(discussion-possible action)

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

B.6 Rate Study Update pg. 19

Linda, Richard, Ralph, and Mary are working diligently on the rate study.

B.7 Alternative Electricity Research pg.  
(update only)  
The District is viewing all options to offset our monthly energy cost.

## C. POLICY REVISION / ADOPTION

C.1 Agricultural Water use Ordinance –Section 15.9 pg. 20-26  
(discussion possible action) second reading—resolution # 17-013  
**Bring back.**

C.2 Payment of Bills, insufficient funds, Sec 9.5 pg. 27  
(discussion—no action) First Reading

The Board is working on our ordinance for non-sufficient funds. The District offers an automatic payment method. Either through credit card or bank ACH.

## 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 2017-2018

## XI. ADJOURNMENT

Linda Broderson called the meeting to a close at 6:46 p.m.