

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

**February 23, 2016**

**5:00 p.m.**

**I. REGULAR MEETING CALLED TO ORDER**

**Chairperson Brodersen called the meeting to order at 5:05 pm**

**II. ESTABLISHMENT OF QUORUM**

**Rio Anderson - Present**

**Linda Brodersen - Present**

**Doug Bryan - Present**

**Richard Thompson - Present at 5:08 pm**

**Gary Wellborn - Present**

**III. APPROVAL OF AGENDA**

**Chair Brodersen ask for a motion to approve the agenda as presented. Gary Wellborn made a motion to approve the agenda. Rio Anderson seconded. The motion passed with four Yes votes.**

**IV. OPEN SESSION**

**1. Appoint Budget Committee Members**

**Chair Brodersen volunteered for this committee and asked if anyone else wanted to volunteer.**

**Rio Anderson volunteered. Brodersen asked for a motion appointing herself and Anderson to the budget committee.**

**Motion: Wellborn**

**Second: Bryan**

**Vote: Four Yes Votes**

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

**Chair Brodersen asked for any public comments. No Comments**

**VI. ANNOUNCEMENTS AND COMMUNICATIONS**

**REPORTS AND PRESENTATIONS**

**Operations Staff – no report**

**Office Staff – no report**

**Board Members – no reports**

**General Manager—Ralph Emerson reported that the maps for the annexation complete and waiting for approval from the county. He said if there were no questions on his written report, that's all he had.**

**VII. REGULAR AGENDA ITEMS**

**A. CONSENT AGENDA**

**A.1 Approve Financials Director Wellborn asked about the depreciation for January being lower than in November 2015. Staff will research and report at next meeting.**

**A.2 Approve 1/19/2016 Regular Meeting Minutes**

- A.3 Operations Safety Report – Director Wellborn asked where the BOD limits came from; Ron replied they came from GSD’s discharge permit. Typically the BODs have been within the limits. After six months or more of monitoring, they have come to the conclusion that there is a problem at disinfection. The ponds are working fine. Emerson said the problem was in the underground disinfection chamber. Director Thompson asked why the weekly limit was 30 Mg/L, and the monthly limit was 15 Mg/L. Ron said that is what the State has set. Director Thompson asked if we fail the monthly limit and what happens. Ron said it was 60/40 percent failure. Emerson said that eventually we would get a notice of violation. Ron said the State is still monitoring the plant’s performance, and when the State addresses these numbers they could issue a notice of violation or a change in the discharge requirements. This topic will be on the next agenda. Chair Brodersen asked for a motion to approve the consent agenda.

Motion: Wellborn

Second: Anderson

Vote: five yes votes

## B. GENERAL BUSINESS

Chair Brodersen asked for any public comments – No Comments

- B.1 Eel River Historical Comparisons for GSD Water Usage  
Ron Copenhafer gave a report on the Eel River annual rainfall, low, high flows and the month they occurred in. He said that was very hard to make a future prediction from the history of the rainfall in this area. He said that the drought did not show in the river data. He said that 2008 had the lowest flow, and it still provided the water needed for the community. He said, in his opinion we are not in a drought condition like the rest of the state. We are dependent on the rainfall, and the river is hanging in about the same, some years it is lower than others, it all depends on when the rain comes.
- B.2 Customer Water Usage Comparison to Last Year  
Stillwell presented a spreadsheet showing the water treated, used and lost, over the past few years. She also reported that in June – December 2015 the district conserved 20.66% in water treated over the same months in 2013. Water used conservation was 17.80% during the same period. She said the replacement of the Alderpoint Road Tank conserved a lot of water. She also presented a graph showing the monthly water revenue.
- B.3 Solicit Prices for New Rate Study Discussion only  
Emerson said the drought conservation requirements will extend thru 2016 and wanted to have a discussion concerning a third tier for the high water users. He said the district lost revenue last year due to conservation. He said he wanted a rate study done to justify the third tier and Prop 218 requires a rate study for increases. He reported that RCAC would do a study for free. He doesn’t have that in writing. Cal Water will do a study for \$3500. He asked if the Board was interested in a third tier. The board was interested in the free study. Ralph will pull together information and bring back next meeting.
- B.4 Sale of Benbow Water Company Discussion only  
Emerson reported that Win Benbow came in about two weeks ago and said he was selling the Benbow Water Company. Emerson took a tour of the company. Benbow said that Del Oro Water Company was buying the water company for \$550,000. Emerson said that he sent Benbow an email saying the district was not interested in purchasing Benbow.

Emerson said that he didn't think it was in the best interest of the district to purchase Benbow Water Company.

### C. POLICY REVISION / ADOPTION

- C.1 Water Ordinance, Article 7: Section 7.6, 1-3 Cross Connections First reading  
Emerson asked Ron to explain the cross connection. Ron said if a customer has something on his property that could contaminate our water system, as a well on their property. The district would require a backflow prevention device installed to prevent the well water from getting into the district's water system. Emerson said the district was required to have a cross connection ordinance.
- C.2 Water Ordinance, Article 7: Section 7.9, 5-6 Backflow Prevention First Reading  
Emerson said this is the device that is used to make sure no water is coming back into the water system. The unit needs to be tested on a regular basis at the customers expense. Brodersen asked if we knew of the customers that needed a device. Ron said about thirteen people needed one. Emerson said the we were going to go thru the district and look for grease interceptors and backflow devices, and figure out who needs them, who has them, and make sure they are cleaned and monitored. Ron said that there were different levels of backflow devices, some of them are as simple as a small vacuum breaker that goes on your faucet.
- C.3 Water Ordinance, Article 10: Section 10.8 Abandonment Charge Second Reading  
Emerson talked about the definition of abandonment. Director Wellborn said he didn't think the customer should have to pay the \$8000 connect fee if their house burns down. Anderson said he agrees in a case like the house burning down, that we maybe have a \$500 annual fee. Director Bryan suggested adding a minimum time period with the fee. Emerson reviewed an application form that we can adapt to our district. Emerson will update with suggestions and bring back to next meeting.
- C.4 Water Ordinance, Article 10: Section 10.9, Discontinuance of Service Second Reading  
Emerson said it's the same as we have been talking about, similar but different. Chair Brodersen asked for any member comments, receiving none. It was agreed to bring Section 10.9 back at next meeting.
- C.5 Water Ordinance, Article 11: Section 11.1 Collection by Suit Second Reading  
Chairperson Brodersen asked for a motion to approve Water Ordinance, Article 11: Section 11.1 Collection by Suit as written.

Motion: Thompson

Second: Bryan

Vote: Five Yes Votes

### VIII. ITEMS FOR NEXT BOARD MEETING

1. Purchase Utility Truck
2. BOD Requirement

3. Rate Study
4. Depreciation clarification

**Next Meeting March 22, 2016 at 5:00 p.m.**

**IX. ADJOURNMENT**

**Meeting adjourned at 6:38 pm**