

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

Date of Meeting: Tuesday, June 25th, 2024

**5:00 p.m. – Closed Session with Open Session to Follow
There will be an additional Closed Session at end of Open Session**

I. REGULAR MEETING CALLED TO ORDER

Doug Bryan called the meeting to order at 5:03 p.m.

II. ESTABLISHMENT OF QUORUM

Rio Anderson- Absent
Doug Bryan- Present
Julie Lyon- Present
Dan Thomas- Present
Richard Landes- Present

III. APPROVAL OF AGENDA

Motion: Julie Lyon

Second: Richard Landes

Vote: 4-0

IV. THE BOARD WILL ENTER CLOSED SESSION (5:00pm)

IVa. Questions or Comments about Closed Session Items

1. Conference with Real Property Negotiators (Government Code § 54956.8):

Property: Approximately (*undetermined*) acres of land and is a portion of the parcel designated as Assessor's Parcel Numbers APN 032-211-011, APN 032-211-035, APN 032-211-021

Garberville Sanitary District Negotiating Team with Jennie Short and Dan Thomas. Russ Gans (GSD attorney) will participate. Under negotiation: Property Acquisition Negotiation, Price and/or terms of payment/conditions for, Easement Agreement and/or Grant Deeds.

(discussion—possible action)

IVb. Cal Fire Property Acquisition

(discussion-possible action)

V. RETURN TO OPEN SESSION

***No reportable action was taken in closed session.**

VI. COMMENTS AND QUESTIONS FROM THE AUDIENCE

Greg Swaffer attended the beginning of the meeting. He spoke to the board about the Tank Replacement Project.

VII. ANNOUNCEMENTS AND COMMUNICATIONS

REPORTS AND PRESENTATIONS –

Operators--Dan and Brian- Operational Demands and problems

Office----Mary Nieto- Absent

Board Members- 0

Correspondence- 0

General Manager—Ralph Emerson

VIII. REGULAR AGENDA ITEMS

A. CONSENT AGENDA

A.1 Approve Financials Date- April 2024 pg. 6-20

A.2 Approve May 21st, 2024 Regular Meeting Minutes - pg. 21-23

A.3 Operations Safety Report- pg. 24-28

Motion: Richard Landes

Second: Julie Lyon

Vote: 4-0

B. GENERAL BUSINESS – *Action items*

B.1 Tank Replacement Project Planning pg. 29

(discussion—possible action) Jennie Short

Waiting on funding reimbursement form DFA which at the earliest will be at the end of July 2024. This is why we are requesting additional funds from the county treasury account to cover invoices in the meantime.

B.2 Tank Replacement Project-Construction Phase-Award Contract pg. 30-45

(discussion—possible action) Jennie Short

Bridge Loan Resolution 24-008 Motion: Dan Thomas Second: Julie Lyon Roll Call Vote: 4-0

Doug asked for a motion to award the construction contract to Wahlund Construction in the base bid amount of \$3,686,400. Motion: Richard Landes Second: Julie Lyon Vote: 4-0

B.3 Rate Study Update
(discussion only)

B.4 Humboldt County Sewer Reserve Request **Resolution 24-009** pg. 46-51

(discussion-possible action)

Motion: Richard Landes

Second: Julie Lyon

Vote: 4-0

While waiting on the reimbursement from DFA for the tanks project, we have invoices for SDRMA that have to be paid by July 15, 2024. The District needs the funds from the sewer reserve to pay those invoices. The sewer reserve will be reimbursed once the funding from DFA is received.

B.5 Update On Operations during Hot Weather
(discussion-possible action) Dan, Brian, Mir

No problems were discussed.

C. POLICY REVISION / ADOPTION

- C.1 Grievance Procedures-Ordinance Sec # 14.4a pg. 52-56
(discussion—action requested) 2nd reading resolution #24-006
Motion: Richard Landes Second: Dan Thomas Roll Call Vote: 4-0

The Board recommended to have the grievance procedure posted in the office for the customers to see.

- C.2 Late Payment Procedures and Payment Plan Section 9.5 Payment of Bills pg. 57-58
(discussion-possible action) Ralph and Mary
Bring back for more discussion with Board and Staff.

- C.3 Drought Plan With LSAA Compliance pg. 59-61
(discussion-possible action)
C.3 was moved to C.1 for discussion. Hopefully we will have something for the July meeting.

- C.4 Vacation Days—Sick Leave Personnel Policy 5.3.1, 5.3.3 pg. 62-63
(discussion-possible action)
Discussion only. The Board would like staff to research how legal this option to share sick time is.

IX. THE BOARD WILL ENTER CLOSED SESSION

Comments or Questions about Closed Session Items.

CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION (Gov. Code Section, 54956.9(d)(2), (e)(3)): One Claim, Claimant: (Richard and Hope Lamb).
(discussion—possible action)

****No action was taken in closed session.**

X. ITEMS FOR NEXT BOARD MEETING Date of Next Meeting: July 23rd, 2024

1. Drought Planning Changes--LSAA
2. Tank Replacement Planning Update
3. Tank Construction Update
4. Customer Grievance Procedures
5. Pool Fill Charges—Possible Credit
6. Vacation Days Policy
7. Rate Study including Connection Fees

XI. ADJOURNMENT

The meeting was ended around 6:15 p.m.