

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

**Date of Meeting: Tuesday, December 19<sup>th</sup> 2023  
5:00 p.m. – Open Public Session**

**I. REGULAR MEETING CALLED TO ORDER**

**Doug Bryan called the meeting to order at 5:01 PM**

**II. ESTABLISHMENT OF QUORUM**

**Rio Anderson: Present**

**Doug Bryan: Present**

**Julie Lyon: Present**

**Dan Thomas: Present by Phone**

**Richard Landes: Absent**

**III. APPROVAL OF AGENDA**

Motion: Julie Lyon    Second: Rio Anderson    Vote: 4-0

**IV. THE BOARD WILL ENTER CLOSED SESSION AT END OF MEETING**

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

*No Audience*

**VI. ANNOUNCEMENTS AND COMMUNICATIONS**

**REPORTS AND PRESENTATIONS**

**Operations Staff: (Brian and Dan) River Levels—Operational Demands**

Operations reported on a leak that occurred between The Patriot station and Sherwood Forest Motel.

They used the jetter to resolve the situation approximately 180 feet down the line.

**Office Staff: (Mary Nieto) Customer Concerns, Delinquent Service Payments**

Mary reports ongoing and increasing difficulty fielding customer ‘challenges’ to pay regular bills, let alone catch up with past due accounts. Some customers have entered into Payment Plan Agreements.

**Board Members:** None to Report

**Correspondence:** None to Report

**General Manager: Ralph Emerson Pg. 5**

No further comments were made at the meeting.

**VII. PUBLIC HEARING ITEMS**

- A. Water Tank Replacement Project– Public Hearing for Comment and Possible Action on Draft IS/MND.  
Presentation by: Jennie Short and Stein Coriell
- i. The Board will consider adoption of the GSD Robertson/Wallan/Hurlbutt Tanks Replacement Project Final Initial Study/ Mitigated Negative Declaration- SCH#2023100664 prepared in accordance with the California Environmental Quality Act (“CEQA”) and adoption of Resolution 23-015.  
**Resolution 23-015 Motion: Julie Lyon Second: Rio Anderson Roll Call Vote: 4-0**

NO PUBLIC COMMENT – non in attendance

Stein’s Notes: read the project summary provided in the agenda packet pgs. 15-17 (1-3)

**The board entered into a 3 minute recess to sign paperwork concerning public hearing.**

**VIII. RETURN TO OPEN SESSION**

**The board returned to open session at 5:23 p.m.**

**IX. REGULAR AGENDA ITEMS**

**A. CONSENT AGENDA**

- A.1 Approve Financials Date **No Financials**
- A.2 Approve **November 14<sup>th</sup> 2023** Regular Meeting Minutes - pg. 6-8
- A.3 Operations Safety Report- pg. 9-11  
**Motion: Rio Anderson Second: Julie Lyon Vote: 4-0**

**B. GENERAL BUSINESS – *Action items***

- B.1 Board Member Officers-Assignments pg. 12-13  
(discussion—action required)

Nomination of Chairperson: *Doug Bryan is nominated*

**Motion: Rio Second: Julie Vote: 4-0**

Nomination of Vice Chairperson: *Rio Anderson is nominated*

**Motion: Julie Second: Dan Vote: 4-0**

Nomination of Secretary---*Ralph Emerson is nominated*

**Motion: Doug Second: Rio Vote: 4-0**

Nomination of Treasurer: *Julie Lyon is nominated*

**Motion: Doug Second: Dan Vote: 4-0**

Authorized Signatures to Sign For District: *All Board Members and Ralph & Mary*

**Motion: Doug Second: Dan Vote: 4-0**

**\*Budget Committee: Julie Lyon and Dan Thomas (Richard Landes Alternate)**

**\*Water Rate Committee: Julie Lyon and Dan Thomas (Richard Landes Alternate)**

**\*Drought/Water Ordinance Committee: Rio Anderson and Doug Bryan (Dan Thomas Alternate)**

- B.2 Approve Board Calendar 2024 pg. 14  
(discussion-possible action)

**Motion: Dan Second: Rio Vote: 4-0**

- B.3 Update on Tank Replacement Project: *See board memo for full summary* pg. 15-164

(discussion-possible action) **no action taken**

The Garberville Sanitary District (GSD) proposes to implement the Robertson/Wallan/Hurlbutt Tanks Replacement Project. Both of the existing tanks in operation are leaking and they lack sufficient storage capacity for maximum daily consumption and fire suppression; they also do not meet current seismic design standards. In addition, the District proposes to replace or upgrade three booster pump stations (Upper Maple Lane Pump Station, Arthur/Alderpoint Pump Station, and Wallan Pump Station). Funding issues came up the day of meeting. The board will soon have to make a decision on how to proceed.

B.4 Meadows Aerial Water Line Project Update  
(discussion-possible action) **no action taken**

B.5 Clean California Dump Day pg. 165-172  
(discussion-possible action) **no action taken**

No more information was provided, this item was tabled.

### C. POLICY REVISION / ADOPTION

C.1 Damage to Water System Facilities Sec 7.3 pg. 173  
(discussion—no action) **no action taken** 1<sup>st</sup> reading and some discussion

C.2 Waiver and Release of Liability Waiver Application: pg. 174  
(discussion—possible action) **no action taken**  
Doug mentioned to have legal counsel review the application.

C.3 Drought Preparedness Plan: pg. 175-177  
(discussion-possible action) **no action taken**  
The state has new requirements for drought preparedness. Bring back as needed.

C.4 Emergency Preparedness Plan **no action taken** pg. 178-183  
(discussion—no action) 1<sup>st</sup> reading  
needs more discussion regarding river contaminants and consider how this also affects drought conditions

C.5 Sec 14.1 Filling Pools and Tanks **no action taken** pg. 184-185  
(discussion-no action) 1<sup>st</sup> reading  
Bring back with more information. The CSF of the river was discussed as being more important than the time of year the pool is being filled.

### X. THE BOARD WILL ENTER CLOSED SESSION

The board entered into closed session at 7:00 p.m.

### XI. 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) **No action was taken**

2. **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 taken**

**XII. Return to Open Session**

The Board returned to open session at 7:50 p.m.

Doug Bryan reported that no action was taken during closed session.

**XIII. ITEMS FOR NEXT BOARD MEETING**

**Next Board Meeting January 23<sup>rd</sup>, 2024**

1. Drought Planning
2. Tank Replacement Project
3. In-House Projects
4. Emergency Preparedness Plan
5. Filling Pools and Tanks

**XIV. ADJOURNMENT**

Doug ended the meeting at 7:50 p.m.