



**REGULAR MEETING MINUTES**  
**Graton Community Services District (GCSD)**  
**Meeting of the GCSD Board of Directors**  
**Monday, July 15th, 2013 at 6:00 PM**  
**Graton Day Labor Center**  
**2981 Bowen St. Graton, CA 95444**

1. **Call to Order 6:10 pm**
2. **Roll Call:** Quorum was determined: Jane Eagle, John Roehl, Eric Kritz, present; Roland Weibe absent; David Mahnke has resigned for personal reasons.
3. **APPROVE AGENDA:** Order of agenda modified moved item 8 to consent calendar. Item #5B tabled consent due to incomplete payment register. Item 5G added to agenda within posting requirements. Board voted unanimously to include Item 5G in this agenda. Item #7 removed from agenda.
4. **PUBLIC COMMENT**

*Hollyn D'ilil:* still concerned about not seeing GM invoices since January. Suggested GCSD follow recommendations from Grand Jury Report re: policy manual, authorizations of GM. Would like to see more committees set up. Talented professional people in the community have stepped up and are willing to help this board.

*Dave Clemmer:* Sonoma West Times printed incorrect information about percentage of disgruntled rate payers. Recommended that GCSD be accurate and factual with comments/statements.

*Karen Hendrickson:* Commented about GJ report: look at communications and take recommendations seriously. Hopes that people do not react defensively, but incorporate what could be useful in that report.

*Paula M.* Would like more information re: Grand Jury Report. If committees are formed how can these committees be filled? Are interns ever used for this purpose? Newsletter, website give interns experience & gain volunteers.

Jane Eagle responded that we do use volunteers OIT's for operations and we have a paid professional for our website.

*Elizabeth Herron:*

Underscored GJ report concerns. Especially the level of GM authorization (spending limit).

5. **CONSENT CALENDAR**

- A. Reviewed June Operations and Construction Financial Statements.

# GRATON COMMUNITY SERVICES DISTRICT

250 ROSS LANE • MAIL: PO BOX 534, GRATON, CALIFORNIA 95444 • 707/823-1542 • FAX 707/823-3713



- B. Payment Registers for June, 2013 confirmed.
- C. Reviewed and approved Meeting minutes from June 17th, 2013
- D. Reviewed and approved KG Walter's payment request #11
- E. Review and approval of District Engineer's June, 2013 Invoices
- F. Review and approval of GM time card
- G. RCAC notification of loan maturity 6 month extension

**Jane Eagle moved to approve consent calendar items (5A, 5B, 5C, 5D, 5F and 5G); John Roehl seconded the Motion to approve these items on the consent calendar. Passed with Eagle, Roehl present voting "aye". Weibe absent.**

Discussion: Item 5E: pulled from consent calendar. Discussion: concerns raised about high bills and use of jargon in Lescure invoices also requested that a list defining the acronyms used be included with each bill; **Jane Eagle moved to agree to pay Lescure an amount not to exceed \$25, 000 per month John Roehl seconded the motion Passed with J Eagle and John Roehl voting "aye" and E. Kritz voting no.**

## ACTION ITEMS

- 6. **DISCUSSION AND CONSIDERATION OF A RESOLUTION 130715A APPROVAL OF FINAL BUDGET FOR FISCAL YEAR 2012-2013 Graton CSD. Jane Eagle moved to adopt the resolution certifying the SSMP for Graton CSD; Eric Kritz seconded the motion. Approved unanimously with all present members voting; Weibe absent.**
- 7. **pulled from agenda**
- 8. Jane Eagle suggested that Karen Hendrickson should be appointed to fill the board vacancy following the resignation of David Mahnke. Move to set special meeting form the purpose for filling a board vacancy prior to Aug 17<sup>th</sup> deadline

## INFORMATIONAL REPORTS

- 9. **GENERAL MANAGER'S REPORT**
  - A. Construction Progress Update –testing of equipment; PTG is slow in submittal process
  - B. Treatment Plant Operations Update: zero toxicity on recent screening. Water is tertiary quality GCSD has a great record of compliance.
- 10. **OUTREACH**
  - A. Newsletter update: Staff reported that the newsletter is set to be produced and sent out this month. Carol Benfell reported that a Spanish language translator was

# GRATON COMMUNITY SERVICES DISTRICT

250 ROSS LANE • MAIL: PO BOX 534, GRATON, CALIFORNIA 95444 • 707/823-1542 • FAX 707/823-3713



unavailable to meet deadlines of publication. GCSD should consider finding another translator.

- B. Website: (under construction) *Jane Eagle noted the need for two GCSD staff members to be able to post to the website. Training and an alternate structure may be necessary.*  
(REVISE)
- C. SSMP is posted on the website and GCSD is in compliance.

- 11. Call for public comment limited to closed session item: none. **Closed Session**
- 12. **Report out of closed session:** No reportable action.
- 13. **BOARD COMMUNICATIONS-** none.
- 14. **ADJOURNMENT** Meeting adjourned at \_\_\_ pm.

Minutes approved by *Robert White* Date *8/19/13*.