



REGULAR MEETING MINUTES
Graton Community Services District (GCSD)
Meeting of the GCSD Board of Directors
Monday, December 15th 2014 at 6:00 PM
Graton Day Labor Center
2981 Bowen St. Graton, CA

1. Call to Order 6:10 pm

2. Roll Call -

Hendrickson, Coleman, DeLil: present. A quorum was determined.

Mr. Kritz was absent; Mr. Weibe resigned following previous meeting, November 17th (seat vacant).

3. APPROVE AGENDA: Ms. Hendrickson proposed changes to the agenda including: tabling item 7 (consideration of filling a board vacancy) to a special meeting, to be held within the first few weeks in January 2015. Item 9 (ad hoc budget committee report) was tabled to the next regular meeting.

4. PUBLIC COMMENT

John Roehl (former board member) suggested that the board consider increasing its number of board members and carefully consider the qualifications of the new candidates. He suggested that the board consider the big picture (more than the little issues) in order to run the best and most efficient sewer district possible to do what's best for the town of Graton.

Karin Lease provided a preliminary report of the ad hoc budget committee meeting Hollynn Delil, Dave Clemmer, Karin Lease, Judy Christensen and Elizabeth Herron participated looking at operations budgeting for cost savings, inspection of collection system and suggested using a local attorney may be preferable in order to reduce (legal) costs.

Andy Bunnel wanted to honor Bob Rawson for his efforts at upgrading the plant. He suggested that the board conduct exit interviews of retiring board members in order to find out what they have learned from their time of service and how things might be improved. He suggested that the many meetings he has observed have been stressful and hopes the board may be able to shift that. Consider advancing a policy and procedures committee. He said he would like to see a transparent process for finding a replacement for the (retiring) General Manager. Asked if the board members has seen an opinion piece about the Graton District recently published in Sonoma West Times. He thought the piece was somewhat negative and not based in facts. He suggested that the district needs to bring back its own newsletter.

5. CONSENT CALENDAR

GRATON COMMUNITY SERVICES DISTRICT

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



- A. Review of November Operations and Construction Financial Summaries
- B. Confirm Expenditures and Revenue Lists for November 2014
- C. Review and approval of Regular Meeting Minutes from November 17th 2014
- D. Review and approval of KG Walters' Pay request for November 2014
- E. Review and approval of District General Manager's November 2014 Invoice

Items 5A, 5B, and 5C were removed from consent for discussion. Item 5D was not addressed.

Karen Hendrickson moved to approve item 5E on the consent calendar; Hollynn Delil seconded the motion. KH, RC, and HD all voted in favor. Eric Kritz was absent.

A. Review of November Operations and Construction Financial Summaries- a discussion took place of expenses as they relate to budgeting for an item (such as flow related chemicals, etc). Ms. Delil again requested that the grants and loans that the district has agreed to be listed on a single page for the Board's information.

B. Confirm Expenditures and Revenue Lists for November 2014- Mr. Coleman (RC) asked about the status of the uniform services agreement, lab testing costs were also discussed. RC requested that the district investigate possibility of certifying its lab to conduct some in-house water quality testing in order to reduce costs of lab testing. Mr. Rawson agreed to provide information at a future meeting.

C. Review and approval of Regular Meeting Minutes from November 17th 2014- HD noted that at the last meeting the board suggested that a footnote be added to future agendas such that board members may understand how to get an item added to the agenda. Though it had not been noted on the November 17th meeting minutes; staff agreed to provide this on future agendas for regular meetings. Board members requested that a standing agenda item be included toward the end of a regular meeting's agendas so that Board members may propose agenda items for future meetings.

KH moved to accept items 5A, 5B, and 5C; HD seconded the motion. Vote listed below.

Kritz__ABSENT__Hendrickson__YES__Coleman__YES__DeLil__YES__

ACTION ITEMS

6. **Presentation of a Certificate of Appreciation recognizing outgoing Director, Roland Wiebe for his service to the Graton Community Services District Board.** Ms. Hendrickson extended thanks to Mr. Wiebe on behalf of the board for his ten years of service to the community. A plaque was prepared and will be presented at the next special or regular meeting, at a date to be determined. Comments by Karen Hendrickson were seconded by Hollynn Delil.

GRATON COMMUNITY SERVICES DISTRICT

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



7. **Consideration of appointing a district director to fill a board vacancy to serve the remainder of Roland Weibe's term of service through December 4th 2015.** Item 7 was tabled to a special meeting proposed for January 12th (subject to site availability) to accommodate the presence of all directors.
8. **Consideration of approving a professional services agreement with Pisenti & Brinker LLP for performance of annual financial audit for fiscal year 2013-2014.** Hollynn Delil moved to adopt resolution 141215 approving the agreement with Pisenti and Brinker LLP; Karen Hendrickson seconded the motion; motion passed with a vote of 3-0, Kritz absent.

Kritz__ABSENT__Hendrickson__YES__Coleman__YES__DeLil__YES__

INFORMATIONAL REPORTS

9. **Ad Hoc Budget Committee preliminary Report-** item tabled, moved to next regular (January) meeting.
10. **GENERAL MANAGER'S REPORT-** A written report was provided to the board. Mr. Rawson explained some of the current issues at the wastewater treatment plant including the use of the flood gate during the recent storms, issues with the pasteurization unit scaling and heat exchange, the use of alternatives to polymers to address backwash issues, scrubbers may be needed to address air quality considerations. Discharges are planned for January due to recent rains.

CLOSED SESSION

9. **CLOSED SESSION**

Conference with Labor Negotiators
(Pursuant to Govt. Code § 54957.6)
Agency designated representative: District Counsel
Unrepresented employee: District General Manager
Public Employee Appointment
(Pursuant to Govt. Code § 54957.6)
Title: District General Manager

10. **REPORT OUT OF CLOSED SESSION-** no action taken.

11. **ADJOURNMENT** Meeting adjourned at 9 pm. / 2329713.1

Minutes approved: *David Clemm*. Date 2/16/15.