

GRATON COMMUNITY SERVICES DISTRICT

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



REGULAR MEETING MINUTES Graton Community Services District (GCS D) Meeting of the GCS D Board of Directors Monday, April 20th 2015 at 6:00 PM Graton Day Labor Center 2981 Bowen St. Graton, CA

1. **Call to Order 6:02 PM**
2. **Roll Call** – A quorum was determined as all board members were present.

Board members present: Hendrickson, DeLil, Coleman, Clemmer, Johnson.
Also present: District staff GM Bob Rawson, CFO Denise Bengueurel, Admin. Maria Potter, Attorney Jason Rosenberg, Operators Lindsay Cruckshank, Brian Kelley and approximately 20 members of the community.

3. **APPROVE AGENDA** the agenda order was approved initially. Then, (part way through the consent calendar) item 8 was moved up to the top, in order to accommodate many members of the public in attendance who expressed interest in that item.
4. **PUBLIC COMMENT** Board President, Hendrickson clarified the board policy on public comment. Board will take general comments first, and then when agenda items are taken up the board president will take public comments prior to that item to keep the meeting moving forward. *Brian Kelley pointed out that the labor center put in a rainwater recovery system, that is good to see while we are in a drought. Hollynn Delil mentioned that there will be 3 board seats coming up for election, interested individuals can file forms with the county in July to run for election and get on this board.*
5. **CONSENT CALENDAR** Items 5B, 5C, 5F were removed from the consent calendar for discussion. Hendrickson moved, Delil seconded motion to **adopt items 5A, 5D, and 5E** from the consent calendar. Hendrickson, DeLil, Coleman, Clemmer, and Johnson (all) voted in favor.

- A. Review of March 2015 Operations and Construction Financial Summaries
- B. Confirm Expenditures and Revenue Lists for March 2015
- C. Review and approval of Regular Meeting Minutes from March 16th 2015
- D. Review and approval of Special Meeting Minutes from March 23rd 2015
- E. Review and approval of District General Manager's March 2015 Invoice
- F. Review and approval of Lescure Engineers past due Invoices #19047, #18900

Discussion: Q 5B: Delil: asked whether we are over-budget for attorney's fees for this year. KH responded that the district is under budget for this year for that category. Where is the PG&E bill for this month? Denise Bengueurel answered: we have not received all of the PG&E bills for the month yet. HD: How long will we be getting such high energy bills? Rawson responded: This will be discussed in closed session. The capstone is down. Clemmer asked for clarification about the Von

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Renner construction work listed on the expenditures list. Rawson explained that replacement of large valves was needed to repair leaks in the irrigation line to Forestville on the bike path near the plant gate. This work included major excavation and flagging was necessary. Rawson explained recent purchase of a new computer, and a few construction items: GHD expense will be funded back through energy loan, Mac systems expense and biosolids pump are for compost facility equipment (SRF). Discussion: Q: Coleman: What is the muni-finance interest rate? Is the loan interest competitive? DB looked up interest on loan and determined it to be 4.85%. KH asked about chemical expenses. Rawson responded these are ongoing expenses needed for treatment processes.

KH suggested to complete item 5B, and then take up item 8 in consideration of so many members of the public in attendance.

HD moved to approve the **Item 5B** on the consent calendar; KH seconded. Hendrickson, DeLil, Coleman, Clemmer, and Johnson all voted in favor.

Item 5C: no questions. KH moved to approve item 5C on the HD 2nd motion; Hendrickson, DeLil, Coleman, Clemmer, Johnson all voted in favor.

Item 5F: Discussion: district is waiting on official notice of lifting the cease and desist order (CDO) KH moved to pay bills immediately upon receipt of the lifting of the CDO, HD 2nd motion: all board members voted in favor: (Hendrickson, DeLil, Coleman, Clemmer, Johnson)

ACTION ITEMS

6. **Consideration of Resolution 150420A Adjusting Final FY 2014-2015 Budget**

Hendrickson moved; DeLil seconded motion to accept and adopt final budget adjustment Resolution 150420A.

Hendrickson, DeLil, Coleman, Clemmer, and Johnson (all) voted in favor.

7. **Review and Consideration of Resolution 150420B approving Preliminary Budget for Fiscal Year 2015-2016**

• **Ad hoc budget subcommittee report and recommendations**

Dave Clemmer reported that he met with the GM and district bookkeeper along with Matt Johnson to go over the proposed preliminary budget. He recommended that the board implement an efficiency audit (such as the one Tomales has recently done) in order to find ways to save money for the district. He showed a copy of the draft report done for Tomales CSD.

DeLil moved; Coleman seconded motion to adopt the preliminary budget for 2015-16 by Resolution 150420B with the following change: that a line item is added in the budget in the amount of 15k for the provision of an efficiency audit for the Graton CSD.

Hendrickson, DeLil, Coleman, Clemmer, and Johnson (all) voted in favor of Resolution 150420B.

8. **Consideration of Resolution 150420C, Adopting a Policy for allocation of ESDs consistent with GCSD Ordinance 101E**

• **Ordinance 101E requirements**

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- **Related Variance requests**

Public Comment:

Kara Mendez: explained her family's situation acquired property and planned to build their home. They have everything in order but were told no sewer connections were available.

What does not make sense is that a permit does not equate to a same year connection. Asked for the board to approve a variance from Ordinance 101 requirements for her family to connect to the sewer. She stated she assumes that the district can resolve this situation tomorrow by contacting PRMD.

Kevin Gilman: most of the people in Graton knew about this project. Bob Rawson knew this project was happening. He contacted the district in Graton- phones were out in December after a storm. When he went to the office, he was told that there was no hurry to get the permits. Rawson responded: we had not sold any at that time. Hendrickson reminded the audience this is not a public hearing, the board will take up the issue with its new policy. **Orinn Thiessen:** heard the good news from the state the cease and desist order will most likely be lifted soon. Asked why Graton has its own regulation (effectively controlling growth) in Graton? It is up to the county to do zoning to control growth; it is not for the sewer district to use its ordinances to control growth.

Cristina Rivera: the more hook ups the better for the rest of us to lower our rates. More people (connecting to the system) disperse the costs for individual rate payers.

Board discussion KH: if the board passes this policy tonight, how will that resolve the current issue? When the CDO is lifted the district still has its own ordinance 101E limiting sewer connections (ESD) to 8 annually. KH moved to adopt Resolution 15420C, MJ 2nd motion- Discussion: information needs to be posted on website to clarify rules. Motion amended by KH directing the GM to send a letter to PRMD in support of Thiessen's ESD refund request; amended motion was seconded by HD. Hendrickson, DeLil, Coleman, Clemmer, Johnson voted in favor of amended motion.

INFORMATIONAL REPORTS

9. **Report on FEMA Close Out Process; OIG audit of FEMA**

Dave Clemmer posed a question to the GM who reported back to OES (OIG) on initial audit from homeland security? Rawson responded: In April of 2014 GM gave a report back in his GM report; in May (2014) another report was provided. No one reported back because the audit was of FEMA and not of the district. Pete Lescure wrote some responses pro bono and district provided information and documents to OIG. Clemmer: How come the board never knew about this? GM "I don't understand"- stated he provided an update in the GM reports. KH expressed dismay that she did not receive a letter from OIG that was addressed to her as Board President. Because she did not see the report, she had no frame of reference for the information in the report. GM responded that, if that is true he is sorry. He stated that some information was provided in the General Manager's report and that the board should pay attention to what is in these reports. KH stated that going forward the Board would like to be included in all relevant communications that they are named in. GM stated there were 9 years of appeals. In the subsequent FEMA review, final payment was authorized and received in full.

10. **GENERAL MANAGER'S REPORT** was provided in written form. Board questions: Matt Johnson: in looking at the operations notes in GM report- do you think that the work that was

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done on April 1st caused the leak that was found on April 2nd? GM responded that there is a possibility but there is no way to track that down. The welds are stainless steel; he suspects that there may have been a flaw in the welding and thinks that this is a warrantee issue. Operator, Lindsay Cruckshank, explained the flushing that was done. HD questions: when temperature is lowered at what point does pasteurization take place. Lindsay Cruckshank answered it depends on both the temperature and the contact time. RWR 162-180 degrees; the district is doing internal testing to determine what is most effective (for decreasing coliform levels).

- A. Construction Updates
 - ADA restroom project update
- B. Treatment Plant Operations Update
 - Staff and OIT Update
- C. Meetings and Correspondence
 - Compost permit meeting PRMD phone conference
 - Pinehill Terrace – alternative calculation request
 - Effluent Pump Station Project update
 - CalPERS application
 - Regional Water Board site inspection
 - SRF final reimbursement request submitted
 - Annual district financial audit FY 14-15 final provided

ITEMS FROM BOARD MEMBERS/BOARD MEMBER COMMUNICATION

11. Board Member Requests, Future Agenda Item requests

Board members please send suggestions to gcsd@sonic.net at least one week in advance of the next meeting. The final agenda is formulated by the Board President and the General Manager. Future agenda items:

- Discussion of conducting an efficacy audit
- Consider looking into funding opportunities for fixing collection system issues. Staff informed board about an upcoming meeting May 8th at SCWA for a potential grant with North Coast Resources Partnership Details will be sent to board members via email.
- Discuss possible ways of incentivizing getting people to come forward to hook up to the sewer system.
- Operator, Brian Kelley asked for assistance from a board member to help with getting the CalPERS application to move forward.

Meeting adjourned to closed session at 8:48pm.

CLOSED SESSION

12. CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL: EXISTING LITIGATION

(Pursuant to paragraph (1) of subdivision (d) of Section 54956.9)

Name of case: Claimant - Pasteurized Technology Group

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13. **CLOSED SESSION**
CONFERENCE WITH LABOR NEGOTIATORS
(Pursuant to Government Code Section 54957.6)
Agency Negotiators: Bob Rawson, General Manager, Karen Hendrickson, Board President
Unrepresented employees: Wastewater Plant Operators, Senior Operator
14. **CLOSED SESSION** convened at 10 pm
PUBLIC EMPLOYEE APPOINTMENT
(Pursuant to Government Code § 54957)
Title: District General Manager
15. **REPORT OUT OF CLOSED SESSIONS: direction given, no reportable action.**
16. **ADJOURNMENT time 10:45pm.**

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Meeting Minutes Approved

David Selman Date 6/15/15.