GRATONCOMMUNITY SERVICES DISTRICT

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GRATON CSD
WASTEWATER
PARKS & RECREATION

REGULAR MEETING MINUTES
Graton Community Services District (GCSD)
Meeting of the GCSD Board of Directors
Tuesday, January 19th 2015 at 6:00 PM
Sonoma Purple Wine Company: conference room
9119 Graton Road Graton, CA

1. **Call to Order 6:10 PM.**

2. **Roll Call – A quorum was determined** with three board members present. Clemmer: present; Johnson: present; Lease: present; Coleman: absent; DeLil: absent. DC clarified that any action items requiring a majority vote would require a yes vote from all three board members present. *Also present: Forestville Water District (FWD) GM: Matt Froenberger, FWD board member: Gary Harris, GCSD staff: Lindsay Cruckshank (Operator), Maria Potter (Admin.), Denise Benguerel (Bookkeeper), Peter Lescure (District Engineer). Not present: Mike Lane (GM)*

3. **APPROVE AGENDA:** moved to approve agenda; seconded the motion; all approved (with Hollynn DeLil and Richard Coleman absent).

4. **PUBLIC COMMENT:** Peter Lescure thanked the board for the opportunity to serve as district engineer and shared a recent California Water Environment Association (CWEA) article reprinted on the State Water Board's website commending Graton on the innovative (tertiary upgrade) project. Mr. Lescure resigned as district engineer effective March 6, 2016. Board members responded. MJ: good job. KL thank you for your brilliant work and for being available to answer questions about the project. (This was) much appreciated.

5. **CONSENT CALENDAR**

All items listed on the consent calendar are considered to be routine and non-controversial by staff. However, if discussion is required, the item(s) will be removed from the consent agenda and will be discussed after the consent agenda is approved.

A. Review and approval of Regular Meeting Minutes from December 21st 2015

B. Review and approval of Special Meeting Minutes from December 28th 2015

C. Review and approval of District General Manager's December 2015 Invoice- Lane.

MJ made a motion to approve the items on the consent calendar; DC seconded the motion. Clemmer, Johnson, and Lease voted yes; DeLil and Coleman were absent. **Motion carried.**

ACTION ITEMS

6. **Report from Forestville Water District (FWD) Meeting and Discussion and Consideration of forming of an ad hoc sub-committee for communication with FWD**
DC explained that the purpose of the proposed ad hoc committee would be for mutual aid to both districts, and to share ideas about ways to cooperate. Matt Froenberger FWD suggested board members should take the lead although informal discussions among operations staff of both districts are ongoing. MF said the two districts share an irrigation pipeline and have assisted each other in the past. meetings would be agendized and posted through FWD. MJ moved to form an ad hoc subcommittee; KL seconded the motion. DC, MJ and KL expressed interest in participating. DC and MJ decided to be on the committee with KL willing to step up if there is a need in the future.
Clemmer, Johnson, and Lease voted yes; DeLil and Coleman were absent. **Motion carried.**

7. **Financial Report and Budget Discussion**

A. Confirm Expenditures and Revenue (Transactions) Lists for December 2015

B. Review of December 2015 Operations and Construction Financial Summaries

C. Discussion and consideration of Resolution 160119A approving the final budget for fiscal year 15-16

MJ moved to approve items 7A, and 7B and to table item 7C to a future meeting to facilitate the budget/finance sub-committee's review of the adjusted final budget with Matrix Consulting Group. DC seconded the motion; Clemmer, Johnson, and Lease voted yes; DeLil and Coleman were absent. **Motion carried.**

8. **Discussion and consideration of hiring a new district engineer**

A. District Engineer Peter Lescure submitted resignation – effective March 6, 2016
Peter Lescure explained that his role as district engineer is a statutory one, mainly to be on hand in case it is needed: to provide advice and sign documents for items such as a report of waste discharge, etc.

B. Discussion of issuing a RFP for a new District Engineer and interim options
MJ moved to direct staff to issue a draft RFP for a new district engineer; motion seconded by KL. PL suggested staff could refer to his contract for guidelines on the job description. MP suggested issuing a request for qualifications as a starting point. DC suggested Harry Burrows as a possible interim option for the district engineer. MJ wanted more information about his background. Clemmer, Johnson, and Lease voted yes; DeLil and Coleman were absent. **Motion carried.**

INFORMATIONAL REPORTS

9. **Preliminary discussion and consideration of an agreement to treat effluent from Occidental/Sonoma County Water Agency** (As a member of the public not representing this board) DC attended a meeting in Occidental regarding treatment options for Occidental's effluent. Discussions with Mike Lane and Mike West (Engineer w/ Sonoma County Water Agency) LC had a suggestion of an option for Graton to treat the effluent by trucking to the lift station. MP stated more analysis is needed about capacities, water quality