



MINUTES

Regular Meeting of the GCSO Board of Directors

Monday, September 17, 2012 at 6:00 PM, Sonoma Wine Company
9119 Graton Road, Graton, CA 95444

1. **Call to Order 6:07 PM**

2. **Roll Call**

Determination of a Quorum - all Board Members present.

Eagle: **present**. Wiebe: **present** Roehl: **present** Kritz: **present** Mahnke: **present**.

3. **APPROVE AGENDA**

Consent calendar item 5A removed at request of GCSO GM Bob Rawson.

4. **PUBLIC COMMENT**

Janet Muncrief: Had a question about whether the Engineer or General Manager was on salary or a contract position. Suggested the Board consider hiring those positions as a salary position.

Board Member Eagle provided brief response: the Board has already determined that having those positions filled on a contract-basis is more cost effective.

Holl'ynn D'lil: Invited the Board to attend a meeting on October 18th with the State Water Resources Control Board. Asked the Board to pay attention to contracts: if no termination date, they should be employees; and if facilities used, they should pay rent for that as well.

Karen Hendrickson: Thanked GCSO staff for correspondence - has been receiving the emails. Wonders if board members are getting a different packet from the one sent to public. Recognizes that it is a daunting task of invoices documents every month realizes that it takes a lot of time. Invoices may be ok but, questions about some details. Board may be over budget concerned that rates may be impacted. Willing to help look at budget issue offer, open offer. Suggested an ad hoc committee meeting budget committee as an option.

Elizabeth Herron: Requests correction of minutes of July 16th 2012: no intention of hiring an attorney.

5. **CONSENT CALENDAR**

A. Review, approval and signature of Regular Board Meeting minutes for August 20, 2012:

B. Reviewed Operations and Construction Financial Statements

C. Reviewed and approved KG Walters Construction Payment Request #001

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President Eagle Moved, Board Member Roehl seconded to approve items 5B & 5C on the consent calendar. Vote 5-0.

Vote: Eagle – Yes; Wiebe – Yes; Roehl – Yes; Kritz – Yes; Mahnke – Yes

OLD BUSINESS/ACTION ITEMS

6. Reviewed and approved District Engineer's July, August 2012 Invoices
John Roehl initiated discussion regarding item. Roehl spoke to Lescure about billing format; Roehl reported that Lescure agreed to put together a power point presentation (at no cost to District) explaining invoices translating information for anyone interested.

NEW BUSINESS/ACTION ITEMS

7. **DISCUSSION AND CONSIDERATION OF APPROVAL PROCESS FOR FUTURE DISTRICT ENGINEER AND KG WALTERS CONSTRUCTION INVOICES**

Attorney reminded board that (a) contract obligates Board to pay for what has been contracted for. District has 30 days to pay for work completed. General Manager informed Board about cash flow concerns under state grants relating to contract payment. Some unexpected contingencies have come in. No action or direction given to staff to change current process of invoice review/ approval process.

8. **CONSIDERATION AND NOMINATION OF BOARD TREASURER**
Discussion regarding item. Wiebe nominated Board Member Kritz for treasurer. Vote: 4-0 (Kritz abstained).
Eagle – Yes; Wiebe – Yes; Roehl – Yes; Kritz – **Abstain**; Mahnke – Yes

9. **REVIEW AND APPROVAL OF ADMINISTRATIVE ASSISTANT SERVICES AGREEMENT**

Discussion regarding item. Board Member Eagle moved to approve the administrative assistant services agreement, as modified by the Board. Mahnke seconded. Vote: 5-0.
Eagle – Yes; Wiebe – Yes; Roehl – Yes; Kritz – Yes; Mahnke – Yes

10. **NOMINATIONS FOR GCSD/FORESTVILLE WATER DISTRICT SUBCOMMITTEE**

Discussion regarding item. President Eagle moved to nominate Board Member Mahnke to serve on Subcommittee; Kritz seconded. Vote: 5-0. Board Member Wiebe was nominated to serve as alternate on subcommittee.

Eagle – Yes; Wiebe – Yes; Roehl – Yes; Kritz – Yes; Mahnke – Yes

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INFORMATIONAL REPORTS

11. GENERAL MANAGER'S REPORT

- A. Pre-construction meeting treatment works upgrade update: change order #4
- B. PTG Ryan Purchase order executed.
- C. Sonoma County fee waiver for water transfers through GCSD-FWD pipeline-letter
- D. Operator In Training (OIT) Report
- E. Source control pollution prevention
- F. Update regarding requests for District Boundary expansion

12. OUTREACH

- A. Newsletter
- B. District participated in Graton Day; provided a booth with source control pollution prevention information as well as port-a potties for the event.

13. BOARD COMMUNICATIONS

Board communications regarding rumors, district responses and (need for) generally improved communication with public.

14. CLOSED SESSION

LABOR NEGOTIATIONS

Conference with Labor Negotiators.

(Pursuant to Government Code § 54957.6)

Agency designated representative: Bob Rawson

Unrepresented employees: Plant Operators

Direction given. No reportable action.

15. ADJOURNMENT

Meeting adjourned at 7:47pm

Approved by Board:

Signed Jane Eagle Date 11/19/12
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