

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 (GCSD)
Meeting of the GCSD Board of Directors
Monday, May 18th 2015 at 6:00 PM
Graton Day Labor Center
2981 Bowen St. Graton, CA

1. **Call to Order: 6:05pm**
2. **Roll Call** - A quorum was determined. All board members were present including: Hendrickson, DeLil, Coleman, Clemmer, and Johnson.

Also present: GM: Bob Rawson, Mike Lane, Lindsay Cruckshank, Denise Benguerel (DB), Maria Potter, and Elizabeth Herron.
3. **APPROVE AGENDA:** order of the agenda was approved with no changes.
4. **PUBLIC COMMENT:** none.
5. **CONSENT CALENDAR:** Items **5A, 5B, 5C** were removed from consent calendar for discussion.
 - A. Review of April 2015 Operations and Construction Financial Summaries
 - B. Confirm Expenditures and Revenue Lists for April 2015
 - C. Review and approval of Regular Meeting Minutes from April 20th 2015
 - D. Review and approval of Special Meeting Minutes from May 11th 2015
 - E. Review and approval of District General Manager's April 2015 Invoice

Karen Hendrickson (KH) moved to adopt 5D, 5E; Dave Clemmer seconded. All voted in favor including: Hendrickson, DeLil, Coleman, Clemmer, and Johnson.

Discussion Item 5A: Hollynn DeLil (HD) had a question about accounting charges. DB answered US bank charge is for annual quickbooks (accounting program) payroll update. 5B: discussion of format for reports, suggestion uniform titles for financial reports is helpful. Some board members want a simple summary report from accountant. DB suggested a different order for financial reports would be more logical: 1. transactions, 2. budget to actual, 3. balance sheet, 4. loan grant bond report.

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ACTION ITEMS

6. **Consideration of Resolution 150518A approving an agreement for consulting services with Specialized Utility Services Program, Inc. (SUSP), for Interim General Manager services and authorizing the Board President to execute the Agreement on behalf of the District**

Hendrickson moved; Coleman seconded motion to adopt resolution approving agreement for interim GM services with SUSP. Hendrickson, DeLil, Coleman, Clemmer, and Johnson voted yes.

INFORMATIONAL REPORTS

7. **Discussion of strategies for bringing nonconforming systems into the sewer system**
Graton CSD has a sewer system management plan and needs to integrate this issue with collection system survey required by the water quality control board. Mr. Lane suggested conducting outreach informing residents of timeline for penalties (from illegal connections) and a timeline for compliance consistent and coordinated with Sonoma County PRMD rules. Suggested board form a committee to address this issue going forward.

8. **GENERAL MANAGER'S REPORT** a written report was provided.

A. Construction Updates

Telstar is programming on site to assist with operator reports to regional water board. Regional Board is being informed of this process as it relates to Title 22 requirements.

B. Treatment Plant Operations Update

- Staff and OIT Update

C. Meetings and Correspondence

- Compost permit progress update- nearly complete.
- Pinehill Terrace – alternative calculation request has been approved.
- Effluent Pump Station Project update: waiting on documents to be final
- CalPERS application update- application under review.
- SRF final reimbursement request: submitted – final payment approved.

ITEMS FROM BOARD MEMBERS/BOARD MEMBER COMMUNICATION

9. **Board Member Requests, Future Agenda Item requests**

Board members can also 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.

Pending agenda items:

- Bring forward old business from previous meeting

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- Strategies for lowering rates/ efficiency
- Collection system funding strategies
- Capital reserve budgeting

CLOSED SESSION

10. **CLOSED SESSION**

CONFERENCE WITH LEGAL COUNSEL: EXISTING LITIGATION
(Pursuant to paragraph (1) of subdivision (d) of Section 54956.9)
Name of case: Claimant - Pasteurization Technology Group Inc.

11. **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, Bookkeeper CFO

12. **CLOSED SESSION**

PUBLIC EMPLOYEE APPOINTMENT
(Pursuant to Government Code § 54957)
Title: District General Manager

13. **REPORT OUT OF CLOSED SESSION** direction given; no reportable action.

14. **ADJOURNMENT** time: _____

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Minutes approved David Chen . Date: 6/15/15