



REGULAR MEETING minutes
Graton Community Services District (GCSD)
Regular Meeting of the GCSD Board of Directors
Monday, December 16, 2013 at 6:00 PM
Graton Community Club
8996 Graton Road Graton, CA

1. **Call to Order 6:10 pm**
2. **Roll Call:** A Board quorum was determined. Board members present include: Jane Eagle, John Roehl, Eric Kritz, Karen Hendrickson; newly elected Board members present: Hollynn DeLil, Richard Coleman. Board member absent: Roland Weibe.
3. **AGENDA** modified: public comment (item #4) moved to follow reorganization of Board of directors (agenda item #8).
5. **RESOLUTION CANVASSING RETURNS AND DECLARING RESULTS FOR NOVEMBER 5, 2013 CONSOLIDATED ELECTION OF GRATON CSD DIRECTORS**

Board provided with official results of the District's consolidated general election declaring Hollynn Delil and Richard Coleman elected to the Graton Community Services District Board of Directors.

Jane Eagle moved to approve the resolution declaring results of consolidated election; Eric Kritz seconded the motion. Resolution approved unanimously with Roland Weibe absent.

6. **OATHS OF OFFICE** for new Board members: Hollynn DeLil and Richard Coleman administered by outgoing Board President, Jane Eagle.

7. RECOGNITION OF OUTGOING DIRECTORS-

Bob Rawson formally recognized Jane Eagle and John Roehl for their contributions to the Graton CSD Board of Directors, thanked them for their service to the district and provided each with an honorary plaque.

- Comments from outgoing Directors: John Roehl: wished new board members great hope the new board will accomplish all it sets out to do. Hopes the sewer district stays in the control for Graton. Jane Eagle hopes that the 11 people who have volunteered for committees will provide their help to the board. Looks forward to the first rate reduction from the new board.

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- Remarks from incoming Directors: Hollynn DeLil honor and privilege and great responsibility to join the board appreciates the new volunteers for offering to help the board. Richard Coleman hopes that he can live up to the expectations that the rate payers have. I'll do my best.

8. REORGANIZATION OF THE BOARD OF DIRECTORS

- A. Eric Kritz nominated Karen Hendrickson to be Board President; Hollynn DeLil seconded the nomination. Motion approved with all present members voting; (Roland Weibe absent). **Karen Hendrickson elected as Board President.**
- B. Hollynn DeLil nominated herself to be Board Vice President seconded by Richard Coleman; Election of Vice President unanimous with all present members voting aye. (with Roland Weibe absent). **Hollynn DeLil elected as Board Vice President**
- C. Appointment of Board Clerk: Karen Hendrickson nominated **Roland Weibe to serve as Board Clerk** seconded by Richard Coleman. Motion approved with all present members voting "aye"; (Roland Weibe absent). (Per Policy # 5010.5) third in line to run meeting, attest to documents etc.
- D. Appointment of Board Treasurer Karen Hendrickson nominated **Sonoma County auditor/controller to serve as Board Treasurer.**(see Policy # 5010.5) **General Manager to serve as Board Secretary.** Richard Coleman seconded the motion. Motion approved with all present Board members voting aye; Roland Weibe absent.

PUBLIC COMMENT

Greer Upton: *Graton concerned rate payers group provided a sign up sheet.*

An unidentified person asked to new board members: *"What do you hope to accomplish by serving on the board?"* H. Delil responded: *more efficiency and more community involvement.* R. Coleman: *I am here to see that the district runs as efficiently as possible.*

9. 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 of November Operations and Construction Financial Summaries
- B. Confirm Expenditures List (payment registers) for November 2013
- C. Review and approval of Regular Meeting minutes from November 18th 2013
- D. Review and approval of Regular Meeting minutes from September 16th 2013
- E. Review and approval of KG Walter's payment request #16
- F. Review and approval of District Engineer's November Invoices
- G. Review and approval of District General Manager's Invoices

Karen Hendrickson. moved to table items C,D,G to next regular or special meeting Eric Kritz seconded. Eric Kritz moved to approve the items 9A, 9B, 9E, 9F on the consent calendar; Richard Coleman seconded the motion. Motion approved with all present Board

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members voting aye; Roland Weibe absent. *Hollynn. DeLil requested the GM invoices be provided on a monthly basis and minutes be provided in a timely way. (Approval of minutes and GM invoice tabled to next regular or special meeting).*

INFORMATIONAL REPORTS

10. GENERAL MANAGER'S REPORT

- A. Construction Progress Update- Demobilization
 - SRF Budget Update
- B. Treatment Plant Operations Update: excavation revealed leaking gasket from high pressure on old pumps. Flaggers needed to regulate traffic along bike path Thursday. Problem at the lift station #1 with float relays; new parts needed to bypass float system.
- C. Collection System Repair Update: Von Renner Construction to conduct emergency repairs on Graton rd. (opportune time due to dry weather).
- D. Collection System Long Term Planning: will need engineering design and proposal for funding.
- E. Staff Tertiary System Start Up Training Update
- F. Correspondences:
 - FEMA CalOES funding update
 - LAFCO Municipal Service Review- update
 - Maresca: looking for records whether connection fees were paid, etc.
 - Occidental letter- GM directed to send a letter to the Sonoma County Water Agency to get conversation going about feasibility for assisting with Occidental issues.

11. DISCUSSION OF SETTING UP BOARD AD HOC SUB-COMMITTEES PER

BROWN ACT REQUIREMENTS: Intention: members of the community to meet for up to 6 months at a time with Board liaison to develop goals, direction, findings report progress at regular meetings. Board President appointed committee volunteers:

- Budget: Karen Hendrickson, Lesa Tanner, Dave Clemmer, Greg Adams.
- Policy updates/Board Mission and Vision: Margie Nelty,
- LAFCO: Karin Lease
- Website: Hollynn DeLil, Judith Rousseau, Paula Magyari, Greer Upton
- Staff Liaison/Personnel: Hollynn DeLil, Carol Benfell, Elizabeth Herron, John Watras,
- Forestville Water District: Jane Eagle
- Occidental Water District: t.b.d.
- Operations: Richard Coleman, David Upchurch, Greg Adams, Dave Clemmer.

12. BOARD TRAINING

- Report Back- Karen Hendrickson
- Reimbursement discussion/ action

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- Upcoming trainings- 2014: New Board members Hollynn DeLil and Richard Coleman to attend training January 30th 2014. Eric Kritz also planning the leadership training.

13. **BOARD COMMUNICATIONS-** none.

14. **ADJOURNMENT** 8:35pm

2207938.1

Minutes approved:

Karen M. Anderson Date: 1/1/14
as amended