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SPECIAL MEETING minutes Graton Community Services District (GCSD) Regular Meeting of the GCSD Board of Directors Tuesday, January 21st at 6:00 PM Graton Day Labor Center 2981 Bowen St. Graton, CA

- 1. Call to Order 6:10 pm
- 2. Roll Call: A Board quorum was determined. All Board members present including: Roland Weibe, Eric Kritz, Karen Hendrickson, Hollynn DeLil, and Richard Coleman.
- **3. AGENDA:** The order of the agenda was initially approved by the board. Item 11 moved forward to come before item 10 (GM Report) to accommodate the public and member of ad hoc committees present.

4. PUBLIC COMMENT

Karin Lease due to the emergency drought situation (she) would like to participate in a grey water sub-committee.

Dane Clemmer: a rate payer had a good question to the board last month accountability: if a mistake was made own up to it and get it done right. Transparency: budget and bookkeeping should be in the public eye and public record. Make documents available to give a true reading of what is happening. Keep the promise of the rates below \$1000. Use some critical thinking lets see the new board handle things in the right direction. Hollynn DeLil responded. Please let us know if you have what you need.

Jane Eagle: Thinks that it is poor form to start the meeting with a closed session because that means that the public has to wait in the cold and dark while the board has their closed session. She suggested that the board could have their closed session in a separate meeting prior to the regular meeting. Karen Hendrickson responded: appreciates the comment and the suggested direction for the board.

5. CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL: ANTICIPATED LITIGATION – Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: 1 case

6. Report out of closed session: Direction given; no reportable action.

7. CONSENT CALENDAR

- A. Review of December Operations and Construction Financial Summaries
- **B.** Confirm Expenditures List (payment registers) for December 2013

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GRATON CSD

WASTEWATER
PARKS & RECREATION

- C. Review and approval of Regular Meeting minutes from December 16th 2013
- D. Review and approval of Regular Meeting minutes from November 18th 2013
- E. Review and approval of Regular Meeting minutes from September 16th 2013
- F. Review and approval of KG Walter's payment request #17
- **G.** Review and approval of District Engineer's December Invoices
- H. Review and approval of District General Manager's Invoices

Hollynn DeLil proposed pulling items A, B, C, G, H, from the consent calendar for discussion. H. DeLil moved to approve the items D, E, F on the consent calendar; E. Kritz seconded the motion. Motion approved with all present voting in favor. (R. Weibe left the meeting at 8:30 pm).

Discussion: Item A, B: Review of financial summaries, H. DeLil question about Rawson special projects list where is that fund? Meyers Nave bill, flagger pay rate. Would like total paid for Meuller Rd. sinkhole and pipe repair. Would like to see the pipe repair on the next meeting's agenda.

- **B.** Eric Kritz moved, Karen Hendrickson 2nd to confirm expenditures list unanimous with Roland Weibe absent.
- **C.** Richard Coleman moved, Eric Kritz 2nd motion to approve meeting minutes for December as amended. Motion passed (4-0) unanimous with Roland Weibe absent.
- **G.** Hollynn DeLil moved, Eric Kritz 2nd motion to approve District Engineer's December invoice. Motion passed (4-0) unanimous with Roland Weibe absent.
- H. Discussion concerns raised by Hollynn DeLil by contract invoices are due monthly, provide description. Karen Hendrickson moved to pay invoice and agendize format of invoices for a future meeting. Eric Kritz 2nd motion to approve GM invoice for July 2013. Motion passed (3-1) H. DeLil voted against motion, Roland Weibe absent.

ACTION ITEMS

8. Approval of Agreement with Pisenti & Brinker to perform Annual District Audit

Discussion: Find out if SRF will pay extra fee in audit as soft costs. Eric Kritz moved, Richard Coleman 2nd motion to approve annual audit agreement. Motion approved (4-0) unanimously with Roland Weibe absent.

9. SUSTAINABILITY GRANT

Sustainable Communities Planning Grant and Incentives Program (Round 3). Karen Hendrickson moved, Eric Kritz 2nd motion to table the item and discuss this at another meeting. Motion approved (4-0) unanimously with Roland Weibe absent.

INFORMATIONAL REPORTS

11. BOARD AD HOC COMMITTEE UPDATES item moved up to accommodate public. Board is requesting written reports from ad hoc committees. Karen Hendrickson met with staff on Friday re: budget. Personnel committee: would like to have a peer review of plant operations and

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maintenance second pair of eyes on the plant. Carol Benfell provided a list of 4 contractors that might be able to provide this service. Board suggested: in future, put ad hoc reports early in the agenda.

10. GENERAL MANAGER'S REPORT kept brief due to time considerations.

- A. Construction Progress Update we are at substantial completion of project delay of PTG construction equipment received last Friday being assembled and tested.
 - SRF Budget Update -provided
- B. Treatment Plant Operations Update
- C. Collection System Repair Update to be on the next agenda.
- D. Collection System long term planning and funding is needed.
- E. Staff Tertiary System Start Up Training Update- Title 22 testing to begin soon.
- F. Correspondence
 - CW SRF "Project List" comment deadline: Feb. 6, 2014: GM to send a
 comment letter to request inclusion on this list. Board may want to participate
 in process to requesting funds/ meeting the regional board, etc. to secure
 funding.
 - Maresca Request for Tax Roll Relief resident has a septic tank not connected to sewer; conflicts requirements. She has been charged for service/ not receiving. GM will respond to the letter.

12. BOARD TRAINING

• Upcoming trainings – 2014 several board members to participate in trainings at end of January.

13. BOARD COMMUNICATIONS

Suggested agenda items for a future meeting:

- Pipeline repair/ collection system issues.
- Format of GM invoices
- Sustainability Grant
- GM Special Projects
- Firms that could peer review plant operations
- Policy for board informational packets

14.	ADJOURN	NMENT	Meeting was	adjourned	l at 9:20 j	pm

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Meeting minutes approved Well Market 2/18/14