



**REGULAR MEETING MINUTES**  
**Graton Community Services District (GCSD)**  
**Meeting of the GCSD Board of Directors**  
**Tuesday, January 21, 2020 at 6:00 PM**  
**Graton Day Labor Center, 2981 Bowen St. Graton, CA**

**1. CALL TO ORDER 6:07PM**

**2. ROLL CALL - Determination of a Quorum**

Board President, Dave Clemmer, H; Board Vice President, Devin Drew, A; Matt Johnson, A; Board Secretary, Karin Lease, H; David Upchurch, H.

**3. APPROVE ORDER OF THE AGENDA**

David Upchurch Motioned to approve the order of the agenda Karin Lease seconded.

Board President, Dave Clemmer, Y; Board Vice President, Devin Drew, A; Matt Johnson, A; Board Secretary, Karin Lease, Y; David Upchurch, Y.

**4. PUBLIC COMMENT**

*Members of the public are invited to address the Board on those items which fall under the authority of the Board. For those wishing to address the Board on any Agenda or non-agendized item, please complete a Speaker Card located at the entrance to the and submit it to the Board President. Please be sure to indicate the Agenda Item # you wish to address or the topic of your public comment. Comments will be limited to three minutes per speaker. Speakers should understand that except in very limited situations, State law precludes the Board from taking action on or engaging in extended deliberations concerning items of business which are not on the Agenda. GOVERNMENT CODE 54954.2. (2) No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3. In addition, on their own initiative or in response to questions posed by the public, a member of a legislative body or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. Furthermore, a member of a legislative body, or the body itself, subject to rules or procedures of the legislative body, may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda.*

DISABLED ACCOMMODATION: If you have a disability which requires an accommodation, an alternative format or requires another person to assist you while attending this meeting, please contact staff at the Graton Community Services District office at (707) 823-1542 as soon as possible (no later than 10 days before the scheduled meeting) to ensure that arrangements for accommodation may be provided.

## 5. **CONSENT CALENDAR**

- A. Confirm Expenditures and Revenue (Transactions) List for December 2019
- B. Review and confirm December Operations and Construction Financial Summaries
- C. Review and approval of Regular Meeting Minutes from December 16, 2019

Dave Upchurch Motioned to approve the items on the consent calendar and Karin Lease seconded.

Board President, Dave Clemmer, Y; Board Vice President, Devin Drew, A; Matt Johnson, A; Board Secretary, Karin Lease, Y; David Upchurch, Y.

## 6. **DISCUSSION ITEMS**

- A. Status of the Occidental Wastewater Transport and Treatment Project

The Board has received written comments from several residents of the Blue Spruce Mobilehome Lodge. Jose advised we are currently responding to the remaining comments regarding various areas of concern by the residents. Jose offered to attend the Blue Spruce monthly resident meeting on January 29, 2020 to answer additional questions and concerns from residents in regards to the Occidental Wastewater Transport and Treatment Project. He explained Graton is in a deficit-spending mode, and in less than four years our reserves will be dangerously low if we don't take action to increase revenue. He is considering including an article in the next Graton newsletter explaining what the legal noticing requirements are for projects such as this.

- B. Status of the website update project.

Linda advised the Board she is working with Brenda at Beehive Design. We have made progress getting the website up and running. Beehive Design has uploaded the information they have been given thus far. We are working on getting additional information to Brenda, such as signed minutes, photos of Board members and various updates to the pages. Linda will provide the Board with the updated status at the next meeting.

- C. Status of the Newsletter

Jose advised he and Karin have come up with a few ideas for articles to place in the newsletter. They estimate they should have something completed within the next couple of weeks.

#### D. Current & Future Committees

Dave Clemmer reported that Forestville Water District, with whom we have quarterly Ad Hoc Committee meetings, has changed Director representation on the committee. The next meeting is on January 30<sup>th</sup> at 5 pm at the Graton CSD treatment plant with the new members in attendance.

### 7. GENERAL MANAGER'S REPORT TO THE BOARD

#### A. Treatment Plant Operations Update

- Operations Report

Jose reported to the Board that the cost to rent a bin for the waste screened at the headworks and to dispose of that waste about once a year has increased from \$150 per month to \$432.00 per month. Jose directed to the operators to purchase our own disposal bin which will result in a savings of \$5,184 annually. The cost of a waste bin is less than half of what we would otherwise pay the industrial waste hauler.

- Overtime report

The Overtime report was reviewed and there were no comments.

#### B. Construction Update

- Report on Post Meeting Action Items

None

- Meetings, Correspondence & Outreach

None

### 8. SUGGESTED ITEMS FOR FUTURE AGENDA

#### A. Pending items/old business

None

#### B. Future items/new business

None

## 9. ACTION ITEMS

### A. Election of Board President

Nominations for Board President; Close of Nominations; Election of President.

After nomination of Dave Clemmer for President, there were no other nominees. The Board voted to elect Dave Clemmer as President.

Board President, Dave Clemmer, Y; Board Vice President, Devin Drew, A; Matt Johnson, A; Board Secretary, Karin Lease, Y; David Upchurch, Y.

### B. Election of Board Vice President

Nominations of Board Vice President; Close of Nominations; Election of Vice President.

After nomination of Devin Drew for Vice President, there were no other nominees. The Board voted to elect Devin Drew as Vice President.

Board President, Dave Clemmer, Y; Board Vice President, Devin Drew, A; Matt Johnson, A; Board Secretary, Karin Lease, Y; David Upchurch, Y.

### C. Election of Board Secretary

Nominations of Board Secretary; Close of Nominations; Election of Secretary.

After nomination of Karin Lease for Board Secretary, there were no other nominees. The Board voted to elect Karin Lease as Board Secretary.

Board President, Dave Clemmer, Y; Board Vice President, Devin Drew, A; Matt Johnson, A; Board Secretary, Karin Lease, Y; David Upchurch, Y.

### D. Election of Board Treasurer

Nominations of Board Treasurer; Close of Nominations; Election of Treasurer.

The Board nominated Sonoma County as the Board Treasurer. There were no other nominees. The Board voted to elect Sonoma County as Treasurer.

Board President, Dave Clemmer, Y; Board Vice President, Devin Drew, A; Matt Johnson, A; Board Secretary, Karin Lease, Y; David Upchurch, Y.

**CLOSED SESSION**

**10. CONFERENCE WITH LABOR NEGOTIATORS**

(Pursuant to Government Code Section 54957.6) Agency designated representative: District General Manager Employee organization: International Order of Operating Engineers, Local 39


**11. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: One potential case

**12. REPORT OUT OF CLOSED SESSION** 9:49 PM

The Closed Session was postponed until the next meeting.

**ADJOURNMENT** 9:50 PM

  
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Minutes Approved

2/18/20  
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Date