



REGULAR MEETING MINUTES
Graton Community Services District (GCS D)
Meeting of the GCS D Board of Directors
Tuesday, February 19, 2019 at 6:00 PM
Graton Day Labor Center, 2981 Bowen St. Graton, CA

1. CALL TO ORDER 6:12PM

2. ROLL CALL - Determination of a Quorum

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

3. APPROVE ORDER OF THE AGENDA

Motion to approve the order of the agenda.

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

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

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. Confirm Expenditures and Revenue (Transactions) List for January 2019
- B. Review January 2019 Operations and Construction Financial Summaries
- C. Review and approval of the Regular Meeting Minutes from January 22, 2019
- D. Review and approve of AD Hoc Committee Meeting minutes from January 24, 2019
- E. Review and approval of Special Meeting Minutes from February 5, 2018

Item D has been tabled to the next Regular Board Meeting

Devin Drew Motioned to approve the items on the consent calendar with the exception of item D, Karin Lease seconded.

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

6. ACTION ITEMS

No Action Items

7. DISCUSSION ITEMS

- A. Status of the website update project.

Brenda advised Karin she is waiting on content for new website. The website language has been sent to Jose for review and he will advise if he has any changes.

Jose also advised the Board they each need to complete individual Bios for the new website and he will provide them with example outlines to assist them.

- B. Status of the Newsletter – Article on illegal sewer connections

Karin requested the Board provide her additional subjects to report on in the Newsletter in addition to the illegal sewer connections. The Board suggested reports on the Occidental

project, possibly report on the new skip load and trailer purchased in addition to any new equipment.

Karin advised the Board she was also considering writing an update on the redwood trees planted approximately 10 years ago. The Board agreed with her suggestion.

Karin said she would consider the suggestions and report to the Board at the next regularly scheduled meeting.

8. GENERAL MANAGER'S REPORT TO THE BOARD

A. Treatment Plant Operations Update

Jose reported we are still waiting for parts on the Capstone. Jose will ask the operators to follow up on the order of the parts to expedite the repair.

- Operations report

Jose reported he has given direction to the operations to hold off placing another order for chemicals until after they have tested the new chemicals and have compared the results. If the results are comparable to the previous chemicals being used, he will order the new chemicals they are currently testing which will result in significant savings. He will report the findings to the Board at their next meeting.

B. Construction Update

- ADA Bathroom Project

Jose met with building official and they advised him the plans for the project are misplaced. Jose planning to resubmit the plans and get the project moving.

- Status of SWR SRF Funding Program Application

Jose called for a status on our application. He was advised approximately 30 days ago it was in the final stage of approval. He has not heard anything from them since. He will follow up on the status of the application and update the Board at the next meeting.

C. Report on the Post Meeting Action Items

No Post Meeting Action Items

D. Meetings, Correspondence and Outreach

We are currently waiting on the appraisals to be completed for the properties of Occidental project. Jose provided additional information requested by the appraiser and Jose has now received the appraisal for the Bridgeway Gas Station. The other two are more complicated and will take a little longer. Once all of the appraisals are complete they will be forwarded to the Board and for review. The Board will then make a decision and list the properties according to preference.

9. SUGGESTED ITEMS FOR FUTURE AGENDA

A. Pending items/old business

No Pending or Old Business.

B. Future items:/new business

No Future or New Business

CLOSED SESSION **7:17 pm**

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


RETURN TO OPEN SESSION **9:35 pm**

REPORT OUT OF CLOSED SESSION

Direction given/No action taken

Devin Drew motioned to adjourn, David Upchurch seconded.

ADJOURNMENT **9:36 pm**



Minutes Approved

3-18-19

Date