



REGULAR MEETING MINUTES
Graton Community Services District (GCS D)
Meeting of the GCS D Board of Directors
Monday, May 20, 2019 at 6:00 PM
Graton Day Labor Center, 2981 Bowen St. Graton, CA

1. CALL TO ORDER 6:09PM

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, H .

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, H .

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 April 2019
- B. Review April 2019 Operations and Construction Financial Summaries
- C. Review and approval of the Regular Meeting Minutes from April 15, 2019

Devin Drew Motioned to approve the items on the consent calendar, David Upchurch seconded.

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

6. ACTION ITEMS

- A. Resolution 190520 to approve the First Amendment to the Consulting services agreement with GHD INC. for preliminary engineering & CEQA Consulting Services for Occidental /Graton wastewater transportation project.

Devin Drew Motioned to approve Resolution 190520A and David Upchurch seconded.

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

- B. Resolution 190520B to approve the preliminary budget for fiscal year 2019-20.

David Upchurch Motioned and Devin Drew seconded to approve Resolution 190520B.

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

- C. Review and approve Signature Authorization Certification for Sonoma County Enterprise Financial System.

Karin Lease Motioned and Dave Upchurch seconded to approve Signature Authorization Certification.

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

7. DISCUSSION ITEMS

A. Status of the website update project.

Jose advised the Board Brenda is building the pages and Linda Martinez is renaming the files with the new naming convention for our website. Dave Upchurch is working on finalizing his Bio for the new website.

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

Jose stated he is working on an article to recruit new Board members. He also suggested we may want to include an article regarding the Occidental project. Jose said once he has something drafted he will send to the Board members for their review.

8. GENERAL MANAGER'S REPORT TO THE BOARD

A. Treatment Plant Operations Update

Jose advised Lift Station #2 sent out a high-level alarm. The level sensors malfunctioned. Bartley Pump came out to make the repairs. Flow sensors were replaced. Two operators had to come out and work overtime.

- Operations report

The motherboard arrived but was missing capacitors. They ordered the wrong part number. Capstone has been down for three months.

- Overtime report

B. Construction Update

- Status of SWR SRF Funding Program Application

Jose called to check approval status and he has not received a call back. He has been advised they have everything they need from us. Jose will make a follow up call and update the Board of the status at their next meeting.

C. Report on the Post Meeting Action Items

No Post Meeting Action Items

D. Meetings, Correspondence and Outreach

Devin Drew gave a brief presentation and explaining how his company directs meetings. He felt there were some tips possibly the Graton Board could utilize at their Board meetings. The Board thanked Devin for his presentation and advised they may adopt some of the policies Devin presented.

9. **SUGGESTED ITEMS FOR FUTURE AGENDA**

A. Pending items/old business

Policy manual updating – Special Meeting was discussed for a possible June 10th date.

B. Future items:/new business

None

CLOSED SESSION 8:09 PM

10. **CONFERENCE WITH LABOR NEGOTIATORS**

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

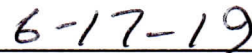
RETURN TO OPEN SESSION 8:55 PM

No direction given, no action taken

ADJOURNMENT 9:00 pm



Minutes Approved



Date