



REGULAR MEETING MINUTES
Graton Community Services District (GCSD)
Meeting of the GCSD Board of Directors
Monday, October 21, 2019 at 6:00 PM
Graton Day Labor Center, 2981 Bowen St. Graton, CA

1. CALL TO ORDER 6:18PM

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, A; David Upchurch, H.

3. APPROVE ORDER OF THE AGENDA

Devin Drew Motioned to approve the order of the agenda Dave Upchurch seconded.

Board President, Dave Clemmer, Y; Devin Drew, Y; Board Vice President, Matt Johnson, A; Board Secretary, Karin Lease, A; 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 September 2019
- B. Review and confirm September Operations and Construction Financial Summaries
- C. Review and approval of Regular Meeting Minutes from September 16, 2019
- D. Review and approval of Special Meeting Minutes from September 19, 2019
- E. Review and approval of Ad Hoc Meeting Minutes from September 19, 2019

Dave Upchurch Motioned to approve the items on the consent calendar and Devin Drew 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**

None

7. **DISCUSSION ITEMS**

- A. Status of the website update project.

Jose advised the Board we have updated Bios and we should launch it. Jose is working with Brenda at Beehive Design and doing additional work to get it launched this month. Brenda will then teach us how to upload our own files to the website.

- B. Status of the Newsletter

Jose is working on an article about new Board members and an additional article regarding the Occidental Water District and should have it completed soon.

- C. Status of the Occidental Wastewater transport project

Jose will be sending a draft to Sonoma Water. Report shows roads to be used, etc. He advised the Board we need to do a draft agreement to get permit as soon as possible, so when the project is approved we can draw up an agreement with Sonoma Water to determine the charges.

D. Status of filling vacant Board Officers

Sonoma County was asked to reappoint Matt Johnson and Karin Lease. The County stated having notified them who to appoint, no further action by this Board or staff was necessary.

8. GENERAL MANAGER'S REPORT TO THE BOARD

A. Treatment Plant Operations Update

- Operations Report

Questions were asked and answered. The Board requested that future reports do not contain items unless the inspections have taken place. Once that happens then provide a complete report. Jose advised the Board he will implement the requested change.

- Overtime report

The Overtime report was reviewed and there were no comments.

B. Construction Update

- Report on Post Meeting Action Items
- Meetings, Correspondence & Outreach

9. SUGGESTED ITEMS FOR FUTURE AGENDA

A. Pending items/old business

None

B. Future items/new business

Dave Upchurch asked the Board to take a look and what we can do with land.

The Board also discussed that we should have a special meeting to discuss policies. After discussion, the Board decided to hold a Special Meeting on November 7, 2019 at 6:00 pm.

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. REPORT OUT OF CLOSED SESSION

ADJOURNMENT 9:40 pm



Minutes Approved

11/18/2019

Date