

**GARBERVILLE SANITARY DISTRICT
BOARD OF DIRECTORS MEETING
MINUTES**

Date of Meeting: Tuesday, April 23rd, 2024

**5:00 p.m. – Closed Session with Open Session to Follow
There will be an additional Closed Session at end of Open Session**

I. REGULAR MEETING CALLED TO ORDER

The meeting was called to order by the board chairperson at 5 p.m.

II. ESTABLISHMENT OF QUORUM

**Rio Anderson- Present
Doug Bryan- Present
Julie Lyon- Present
Dan Thomas- Absent
Richard Landes- Present**

III. APPROVAL OF AGENDA –

Motion: Julie Lyon Second: Richard Landes Vote: 4-0

IV. THE BOARD WILL ENTER CLOSED SESSION (5:00pm)

IVa. Questions or Comments about Closed Session Items

1. Conference with Real Property Negotiators (Government Code § 54956.8):

Property: Approximately *(undetermined)* acres of land and is a portion of the parcel designated as Assessor’s Parcel Numbers APN 032-211-011, APN 032-211-035, APN 032-211-021

**Garberville Sanitary District Negotiating Team with Jennie Short and Dan Thomas. Russ Gans (GSD attorney) will participate. Under negotiation: Property Acquisition Negotiation, Price and/or terms of payment/conditions for, Easement Agreement and/or Grant Deeds.
(discussion—possible action)**

V. RETURN TO OPEN SESSION

No action was taken in closed session

VI. COMMENTS AND QUESTIONS FROM THE AUDIENCE

No audience

VII. ANNOUNCEMENTS AND COMMUNICATIONS

REPORTS AND PRESENTATIONS

Operators--Dan and Brian- Operational Demands and storm related problems

Office---Mary Nieto—Customer Complaints and Past Due Service Charges

Board Members- 0

Correspondence- 0

General Manager—Ralph Emerson---2024-2025 Budget Meeting Update Pg. 5

VIII. REGULAR AGENDA ITEMS

A. CONSENT AGENDA

- A.1 Approve Financials Date-January 2024 - pg. 6-18
- A.2 Approve March 26th, 2024 Regular Meeting Minutes - pg. 19-21
- A.3 Operations Safety Report- pg. 22-24
Motion: Richard Landes Second: Rio Anderson Vote: 4-0

VIIIa. PUBLIC HEARING ITEMS

Any member of the public may address the Board on scheduled public hearing items. The Chair may regulate the order of such presentations and reserves the right to limit the time allowed for each person to speak.

A. Garberville Tanks Replacement Project: Public Hearing for the Comment and Possible Action on the determination of whether the project is “substantially complex” and therefore eligible to be designated as requiring a ten percent (10%) retention withholding.

Presentation by Jennie Short

The Board will consider adoption of Resolution 24-005 Pg. 25-26

Motion: Julie Lyon Second: Richard Landes Vote: 4-0

B. GENERAL BUSINESS – *Action items*

- B.1 Tank Replacement Project Update pg. 27-28
(discussion—possible action)
Motion: Richard Landes Second: Julie Lyon Vote: 4-0

Recommendations to the Board:

Authorize bidding of the Garberville Tanks Replacement Project. Authorize the Chair of the Board to execute the Construction Services contract with SHN for Bidding Services in the amount of \$15,000

- B.2 2023 Annual Water Source Capacity Report
(discussion -possible action)
TABLED

- B.3 LSAA (Lake or Streambed Alteration Report) – Water Diversion Project
(discussion-possible action)
TABLED

- B.4 Office Carpet Replacement Update
(no action required)

The carpet will be removed and the floor finished by the next board meeting.

- B.5 Customer Relations and Service Charge Payment Status Update
(discussion-possible action) Mary-Ralph

No action was taken. A few customers are on a payment plan to bring their accounts current with the District.

- B.6 South Fork Eel River History-Including Benbow Dam and CFS pg. 29-31
(discussion-no action)
TABLED

C. POLICY REVISION / ADOPTION

C.1 Filling Pools and Tanks Ordinance Sec 14.1 pg. 32-36
(discussion-action requested) Resolution #24-003
Motion: Richard Landes Second: Rio Anderson Vote: 4-0

C.2 Grievance Procedures-Ordinance Sec # 14.4a pg. 37-39
(discussion—no action) 1st reading
No action was taken. Bring back next month.

C.3 Late Payment Procedures and Payment Plan Section 9.5 Payment of Bills pg. 40-41
(discussion-possible action) Update from Mary
No action was taken. Discussion around how to charge customers for excessive staff time.

IX. THE BOARD WILL ENTER CLOSED SESSION

Comments or Questions about Closed Session Items.

CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION (Gov. Code Section, 54956.9(d)(2), (e)(3)): One Claim, Claimant: (Richard and Hope Lamb).
(discussion—possible action)
No reportable action taken in closed session

X. ITEMS FOR NEXT BOARD MEETING----- Date of Next Meeting May 21st, 2024

1. Drought Planning Changes
2. Tank Replacement Project Update
3. Annual Water Source Capacity Report
4. Customer Grievance Procedures
- 5.

XI. ADJOURNMENT

The meeting ended at 6:27 p.m.