



REGULAR MEETING MINUTES

Graton Community Services District (GCSD)

Meeting of the GCSD Board of Directors

Monday, April 18, 2022 at 6:00 PM

Various Locations – Teleconference Meeting Pursuant to Executive Order N-29-20

1. CALL TO ORDER 6:03 PM

2. ROLL CALL - Determination of a Quorum

Board President, David Upchurch, H; Board Secretary, Jennifer Butler A; Max Wilmarth H; Carol Benfell H.

3. APPROVE ORDER OF THE AGENDA

Motion to approve the order of the agenda,

Board President, David Upchurch, Y; Board Secretary, Jennifer Butler A; Max Wilmarth H; Carol Benfell Y.

Jennifer Butler Motioned to approve the order of the agenda and Carol Benfell seconded.

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 March 2022
- B. Review March 2022 Operations and Construction Financial Summaries
- C. Review and approval of Regular Meeting Minutes from March 21, 2022
- D. Review and approval of Special Meeting Minutes from March 16, 2022
- E. Review and approval of Special Meeting Minutes from April 8, 2022

Carol Benfell Motioned to approve the items on the consent calendar and Max Wilmarth seconded

Board President, David Upchurch, Y; Board Secretary, Jennifer Butler A; Max Wilmarth Y; Carol Benfell Y.

6. ACTION ITEMS

- A. Authorize General Manager to work with Streamline to create a website for the district

Max Wilmarth Motioned and Carol Benfell seconded to authorize General Manager to work with Streamline to create a website for the district.

Board President, David Upchurch, Y; Board Secretary, Jennifer Butler, A; Carol Benfell Y; Max Wilmarth Y.

- B. Authorize General Manager to fill the vacant Plant Operator II position with the terms discussed.

Carol Benfell Motioned to authorize General Manager to fill the vacant Plant Operator II position with the terms discussed.

Board President, David Upchurch, Y; Board Secretary, Jennifer Butler, A; Carol Benfell Y; Max Wilmarth Y.

Review and approve resolution 220418 to continue virtual meetings

Max Wilmarth Motioned to approve the resolution 220418 to continue virtual meetings

Board President (Board Vice President), David Upchurch, Y; Board Secretary, Jennifer Butler, A; Carol Benfell Y; Max Wilmarth Y.

7. DISCUSSION ITEMS

A. Report on claim submitted for sewer overflow at Purple Wine Company

Chad advised the Board there are two claims with SDRMA. Chad added himself as the contact person so he would be updated on the claim status for each of our claims. Gregor McNabb conducted a field inspection, and an updated report was provided by the insurance adjuster to SDRMA on April 16, 2022. A third-party claim has been submitted by FJM Graton Associates. Since the cause of the damage is an arson fire an argument can be made that there is no negligence on the part of Graton CSD. Once Chad speaks with the insurance adjuster, he will provide an update to the Board and advise how we will move forward.

B. Report on Occidental pipeline feasibility study

Chad and David Upchurch met with Michael Thompson of Sonoma County Water Agency. Mr. Thompson provided a thorough overview of the proposed project including additional costs to GCSD for conveyance and processing wastewater flows from Occidental. The proposed costs and revenues modeled assumed GCSD receiving flows through a newly constructed pipeline. Funding of the pipeline would be paid through grant funds or Sonoma County Water Authorities, so there would be no cost to GCSD.

C. Discuss evaluation process for identifying alternative disinfection methods at the GCSD treatment facility

Chad advised the pasteurization process is currently offline indefinitely. The district is currently using abandoned chlorine contact chamber with calcium hypochlorite chlorine tablets.

Chad advised the Board he would like to better understand the Board's basis and rationale for considering retrofit of the UV Disinfection system. The staff will be evaluating the initial capital and lifecycle costs to incorporate UV Disinfection as well as other alternative disinfection methods with a recommendation.

Chad discussed the Board may want to consider a possible study session to talk about different types of disinfection.

D. Report on insurance claims related to the lift station vandalism and sewer overflow

Chad advised the Board that we do not have any updates on this matter at this meeting.

E. Report on meeting with Sonoma County Parks to solve flooding of Joe Rodate Trail near the entrance to the treatment plant.

Chad asked the Board to inform him about this project. David Upchurch advised there was a runoff from the east side of the trail because the ditch is full and caused run off

into our ponds. Parks is working with GCSD and they have agreed to pay 50% of the cost to correct the problem.

- F. Update on the GCSD Sewer Repair and Rehabilitation needs potentially funded with grant from the State Revolving Fund.

David Upchurch advised it seems there has been an inspection that is 3-5 years old and would not get better over time and advised of the defects. We were close to having funding in hand and getting started.

Chad advised he will look further into it and advised the Board of his findings.

- G. Discuss recruitment for a new auditing firm.

Chad advised we are overdue for our audit, and we need to hire an audit firm as soon as possible. We need someone to come in that understands Special Districts. Chad advised he has three possible firms the Board may want to consider. He would like for us to narrow it down to a couple of firms for the Board to consider. Chad has a call into an auditor and will update the Board at the next meeting.

- H. Discuss the status of the Manzana process discharge connection to the district

Manzana makes apple products. They approached Graton and stated they would like us to handle their wastewater. Chad is working with them to determine what type of pollutants would be in the wastewater they would be sending. He further advised they would be sending us approximately 35 thousand gallons of wastewater daily. Chad has a tour scheduled to review their site and he has a lot of questions for them. He will update the Board at the next meeting with his findings.

GENERAL MANAGER'S REPORT TO THE BOARD

- A. Treatment Plant Operations Update

- Operations Report
- Overtime report

The Overtime and Operations reports were reviewed and discussed. Questions were asked and answers were provided to the Board.

Construction Update

Nothing to report at this time

- Meetings, Correspondence & Outreach

There was nothing to report at this time

9. SUGGESTED ITEMS FOR FUTURE AGENDA

A. Pending items/old business

None

B. Future items/new business

None

Max Wilmarth Motioned to adjourn the meeting and Carol Benfell seconded.

ADJOURNMENT 8:01 PM

Minutes Approved

Date