



**REGULAR MEETING MINUTES  
Graton Community Services District (GCSD)  
Meeting of the GCSD Board of Directors  
Monday, April 21, 2014 at 6:00 PM  
Graton Day Labor Center  
2981 Bowen St. Graton, CA**

1. **Call to Order: 6:09 PM**
2. **Roll Call** – Board determined there was a quorum. Directors present included: Roland Wiebe, Karen Hendrickson, Hollynn DeLil, Richard Coleman and Eric Kritz
3. **ORDER OF AGENDA: items 5E item 7, 8 to be taken up after closed session.**
4. **PUBLIC COMMENT**

**Jane Eagle:** asked what the Board is doing to reduce rates this year. Why is there a \$300 lawyer present for the whole meeting?

**John Roehl:** Is it true that one of the board members have never been to the sewer plant?

**Barbara Maresca:** Thanks for support in helping to resolve the issues she is facing. Choosing to abandon the septic system on the property and connect to the sewer. Why do I need a county permit? Believes permits were purchased in 1978 to connect. (Ms. Maresca provided a letter would like to have signed by the district). District staff responded that county has already been informed.

5. **CONSENT CALENDAR**
  - A. Review of March Operations and Construction Financial Summaries
  - B. Confirm Expenditures List (payment registers) for March 2014
  - C. Review and approval of Special Meeting Minutes from March 17<sup>th</sup>, 2014
  - D. Review and approval of District General Manager's October 2013 Invoice
  - E. Review and approval of KG Walters' pay request #19

Eric Kritz moved to approve item 5C; motion seconded by Roland Wiebe.  
Motion passed unanimously with all members present voting "aye".

Wiebe aye Kritz aye Hendrickson aye Coleman aye DeLil aye.

Items 5A, 5B, 5D, 5E, 5F removed from consent calendar for discussion.

5A: Board would like to see uniformity in financial reports and requested that the bookkeeper be present at future board meetings. Roland Weibe moved to approve item 5D, Eric Kritz seconded the motion. Motion passed.

# GRATON COMMUNITY SERVICES DISTRICT

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## ACTION ITEMS

### 6. **Consideration and Approval of an Amendment to Administrative Support Services Agreement with Maria Potter**

Board requested a meeting to consider district needs for administrative hours etc. and performance evaluation/meeting to be held w/ General Manager, Bob Rawson, and Director, Roland Weibe prior to approving contract amendment. After this occurs, any decided pay increase to be applied retroactive to May 1<sup>st</sup>.

(Action items 7 and 8 moved to follow closed session.)

## INFORMATIONAL REPORTS

### 9. **GENERAL MANAGER'S REPORT**

- A. Construction Update Title 22 testing revealed very good results.
- B. Treatment Plant Operations Update SAF working well; aquamarine shadow needed to keep pH in compliance; using new 3HP pumps for discharge flows, 75 HP pumps for frost protection etc.
  - Operators in Training (OIT) update: two OIT's working 2-5 days per week
  - Staff update temp part time employee to fill Operator's position: Hope Sturges
- C. Collection System Repair and Long Term Planning Update: attending a workshop to develop plan starting w/ feasibility, for addressing repairs and applying for needed funding to do so.
  - Upcoming funding fair May 28<sup>th</sup> Sacramento Abby Myers Killy to attend, board members welcome too.
- D. Meetings and Correspondence
  - CWEA Tour report back: facility received high praise from those in attendance.
  - Site Visit and Meeting w/ Wes Chesbro
  - FEMA Close out Update
  - LAFCO District working to respond to sewer service inquiries
  - SRF Close Out Update: conference call with funders April 10<sup>th</sup>, agreement for contractor close out and resolution of change orders is next.
  - PRMD agreement approved
  - Upcoming Waste Water Utility Workshop sponsored by RCAC April 22

## CLOSED SESSION

- ### 13. **CLOSED SESSION** **PUBLIC EMPLOYEE PERFORMANCE EVALUATION** (Pursuant to Government Code § 54957)

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Title: District General Manager

**14. CLOSED SESSION**

CONFERENCE WITH LABOR NEGOTIATORS

(Pursuant to Government Code § 54957.6)

Agency designated representative: District Counsel

Unrepresented employee: District General Manager

**15. CLOSED SESSION**

CONFERENCE WITH LEGAL COUNSEL: ANTICIPATED LITIGATION

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: 1 case

**16. CLOSED SESSION**

CONFERENCE WITH LEGAL COUNSEL: ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: 1 case

Director Roland Weibe left the meeting at 10 pm.

**17. REPORT OUT OF CLOSED SESSION**

**Direction given for closed sessions: no reportable action.**

**8. Consideration and Approval of Agreement and Release for KG Walters' Pay Request and Contract Retention**

Coleman moved, Hendrickson 2<sup>nd</sup> motion to approve KG Walters' pay request #19

Wiebe  absent  Kritz  yes  Hendrickson  yes  Coleman  yes  DeLil  yes .

4-0 vote all in favor; with Weibe absent

Kritz moved, Hendrickson seconded motion to approve release of KG Walters' contract retention

4-0 vote all in favor; with Weibe absent.

Wiebe  absent  Kritz  yes  Hendrickson  yes  Coleman  yes  DeLil  yes .

**7. Consideration and Approval of Resolution #140421 approving an Amendment to the Professional Services Agreement with Lescure Engineers**

Hendrickson moved Kritz seconded motion to approve amendment to Lescure Engineers professional services agreement.

Wiebe  absent  Kritz  yes  Hendrickson  yes  Coleman  yes  DeLil  yes .

**18. ADJOURNMENT: Meeting adjourned at 10:10 pm**

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Minutes approved: *Richard D. White*. Date 5/19/14.