

CAYUCOS SANITARY DISTRICT  
200 Ash Avenue  
PO Box 333, Cayucos, CA 93430-0333  
805-995-3290

GOVERNING BOARD  
R. B. Enns, President  
N. Raimondo, Vice-President  
H. Fones, Director  
R. H. McHale, Director  
S. Lyon, Director

MINUTES  
REGULAR MEETING  
January 16, 2008

1. ESTABLISH QUORUM AND CALL TO ORDER

President Enns called the meeting to order at 6:05 p.m., Wednesday, January 16, 2008.

Board members present: President Enns, Vice-President Raimondo and Directors Fones and Lyon.  
Director McHale arrived at 6:39 p.m.

Board members absent: None

Staff present: District Manager Callahan, Administrative Services Officer Connelly, and  
Administrative Services Technician Martin

Visitors: Architect Jon McAlpin, Dorothy Fones and Aaron Gannage (representing Mr. Weber)

2. PUBLIC COMMENTS

There were no comments received.

It was the consensus of the Board to address agenda Item No. 5 before Items 3 and 4.

5. DISCUSSION OF POTENTIAL REMODEL OF DISTRICT OFFICE TO INCORPORATE  
DISTRICT O&M SHOP AND CONFERENCE ROOM (JON McALPIN, OMNI DESIGN  
GROUP, INC.)

Manager Callahan provided a hand-out from information provided by Architect McAlpin outlining the January 14 meeting of the SLO County Planning staff, Mr. McAlpin, and himself. Mr. McAlpin reported that County planners seemed receptive to the proposed remodel. Board members asked to review a preliminary drawing of the building envelope as well as a summary of input received from District staff, prior to completion of the planning and needs assessment package. Mr. McAlpin indicated he will contact the Cayucos Land Use Committee of the Cayucos Advisory Council for the project to be addressed at their next meeting.

3. CONSIDERATION TO APPROVE ENCROACHMENT PERMIT REQUEST FOR 196  
6TH STREET, APN 064-133-034, LOT 22, BLOCK16, OWNER: STANTON L. WEBER

Manager Callahan's written report was received and Aaron Gannage was present to answer questions from Board members. President Enns and Director Fones both expressed reservations with District policy regarding sewer easements and construction projects; specifically, the requirement of assurance from a structural engineer that the proposed project will not be affected should the District need to excavate the entire sewer easement to a depth of one foot below the sewer line, which they both felt was excessive. Enns suggested the technical advisory committee meet with the structural

engineer for Mr. Weber's project to discuss possible modifications of the existing plans. Mr. Gannage indicated the property owner would not want the project held up, if at all possible. It was the consensus of Board members to approve the Encroachment Permit application, as staff recommended, but to remain open to further discussion with the property-owner/project engineer if the property-owner wishes.

MOTION: First by Fones with second by Lyon to approve Mr. Weber's Encroachment Permit application, based on the staff recommendation, directing staff to prepare the Grant of License and Agreement Affecting Real Property for execution and recordation. VOTE: 5-0

Manager Callahan pointed out that there are drainage issues (an existing storm drain in the easement which he reported on previously), and suggested adding the matter to the next Board meeting agenda.

4. CONSIDERATION OF A CHANGE IN STATUS FOR TIM O'MARR FROM A LIMITED TERM STATUS TO PROBATIONARY STATUS HOLDING A SEWER COLLECTION WORKER TRAINEE POSITION

Manager Callahan's written report recommending a change in status for Tim O'Marr was received. Board members felt the position should be readvertised as "permanent" and that those applicants who had applied for the "limited term" position be notified. They asked Callahan to contact District Counsel, Tim Carmel, for clarification and further direction on the matter.

6. DISCUSSION OF DISTRICT SICK LEAVE POLICY SURVEY

Administrative Services Officer Connelly's written report was received. She conducted a survey of local districts as to their sick leave policies for comparison purposes and further discussion of District policy. The Board approved a change to District sick leave policy at the December 19, 2007 regular meeting which allows retiring employees the option to either receive ½ of accrued sick hours in pay (to a maximum of 48 days), or to apply those hours toward service credit with PERS. The remaining unused hours may be applied toward service credit as well. Some Board members were not in favor of paying out unused sick hours, believing the accrual should only be used to augment retirement. There was discussion of implementing a "Sick Leave Bank" account or benefit sharing policy which is offered in some form by a majority of agencies surveyed.

MOTION: First by McHale with second by Raimondo to maintain current District sick leave policy as is, but that under special circumstances, accrued sick hours may be donated/transferred to an employee, subject to District approval. VOTE: 5-0

7. DISCUSSION OF THE COUNTY'S DRAFT ENVIRONMENTAL IMPACT REPORT FOR THE LOS OSOS WASTEWATER PROJECT AS IT PERTAINS TO INVOLVEMENT OF THE MORRO BAY/CAYUCOS SANITARY DISTRICT WWTP FOR REGIONAL TREATMENT TO BENEFIT THE LOS OSOS PROJECT AS A POSSIBLE PROJECT ALTERNATIVE

Manager Callahan's written report was received. At the December 19 meeting Board members asked for inclusion of this item at the January meeting for updates and to invite public input and further discussion by Board members. Callahan reported that District Counsel, Tim Carmel, has responded to County Public Works Notice of Preparation of a Draft Environmental Impact Report, and that Morro Bay has as well. He continued that there have been no comments from Public Works.

8. CONSIDERATION TO ADOPT A SANITARY SEWER MANAGEMENT PLAN TASK DEVELOPMENT SCHEDULE

The State Water Resources Control Board (SWRCB) has mandated District regulation under General Waste Discharge Requirements (GWDR) which includes development of a Sanitary Sewer Management Plan (SSMP). Callahan indicated that at this time only the Task Development Schedule

of the SSMP must be adopted, and provided Board members with the list of the different tasks and their completion, or tentative completion, dates he had determined.

MOTION: First by Lyon with second by Fones to adopt the Sanitary Sewer Management Plan Task Development Schedule, as mandated by the SWRCB. VOTE: 5-0

9. STAFF COMMUNICATIONS AND INFORMATION ITEMS (NO ACTION REQUIRED)  
The written reports were received. The Board commended staff on progress in determining and resolving inflow and infiltration (I&I) problems.

10. CONSENT CALENDAR

1. Minutes of Regular Board Meeting, December 19, 2007
2. Approval to Pay Outstanding Bills as of January 16, 2008

MOTION: First by McHale with second by Raimondo to approve Consent Calendar in its entirety.  
VOTE: 5-0

11. BOARD MEMBER COMMENTS

There were no comments made.

12. MEETINGS, CONFERENCES AND SEMINARS

Morro Bay/Cayucos Wastewater Treatment Plant (JPA) Meeting, 6:00 p.m., Wednesday, February 13, 2008, Morro Bay Veteran's Hall, hosted by Cayucos

13. SCHEDULE AGENDA ITEMS FOR THE FEBRUARY 20, 2008 BOARD MEETING

- Update on office remodel (Jon McAlpin)

14. ANNOUNCEMENT OF CLOSED SESSION ITEMS

Closed Session was announced at 8:10 p.m.

CLOSED SESSION:

15. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

RECONVENE TO OPEN SESSION:

16. ANNOUNCE ANY ACTIONS TAKEN IN CLOSED SESSION

There was no action taken.

17. ADJOURNMENT

The meeting was adjourned at 8:20 p.m.

Minutes recorded by: \_\_\_\_\_  
Nancy Martin, Admin. Services Tech.