

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

GOVERNING BOARD  
R. B. Enns, President  
D. Chivens, Vice-President  
S. Lyon, Director  
M. Foster, Director  
D. Lloyd, Director

**REGULAR MEETING  
MINUTES  
Thursday, January 16, 2014  
6:00 p.m.**

**1. ESTABLISH QUORUM AND CALL TO ORDER**

President Enns called the meeting to order at 6:01p.m.

Board members present: President Robert Enns, Vice-President Dan Chivens, Director Shirley Lyon, Director Michael Foster and Director Dan Lloyd.

Staff present: District Manager Rick Koon and Administrative Services Accounting Manager Anita Rebich

**2. PUBLIC COMMENTS**

President Enns opened the meeting to Public Comments.

Sandy Tannler, Morro Bay – Stated the recall petition of Morro Bay Mayor Jamie Irons failed due to a slight shortage of signatures. The holidays proved a challenge in getting to all residents, but the consensus of those contacted door to door expressed displeasure with moving the WWTP and the firing of both Morro Bay City Attorney and City Manager.

Hearing no further comments, Public Comments was closed.

**3. CONSIDERATION TO APPROVE 1<sup>ST</sup> QUARTER 2013/14 WWTP OPERATIONS & MAINTENANCE INVOICE FROM THE CITY OF MORRO BAY IN THE AMOUNT OF \$106,592.09**

**MOTION:** 1<sup>st</sup> by Lloyd, 2<sup>nd</sup> by Lyon to Approve Payment to the City of Morro Bay in the amount of \$106,592.09

**VOTE:** 5-0 Motion passed

**4. CONSIDERATION OF NEW DISTRICT COMMITTEE ASSIGNMENTS FOR 2014**

Director Lyon asked which committees listed were standing and which were ad-hoc? Manager Koon stated the list in his report is the 2013 committees and members. The committees for Budget, Finance and O&M all being standing committees and Personnel is an ad-hoc committee.

**MOTION:** 1<sup>st</sup> by Lloyd, 2<sup>nd</sup> by Chivens to Keep the Same Committees, Committee Status and Committee Assignments from 2013 as listed in Manager Koon's staff report.

**VOTE:** 5-0 Motion passed

**5. STAFF COMMUNICATIONS AND INFORMATION ITEMS (NO ACTION REQUIRED):**

**A.** Manager Koon's report was accepted as presented. Manager Koon reported that a tentative meeting is scheduled with RWQCB, SLO County, Morro Bay and Cayucos staff on February 7, 2014. The meeting will be a brainstorming session on a regional WWTP facility. Director Lloyd asked if we know how much water the Chorro Valley can handle. Manager Koon said that will be discussed along with determining

water rights once the process gets further along. Koon also reported that he spoke with a representative from Gallo who works closely with the Cal Poly viticulture department. Gallo has land adjacent to the current CMC WWTP upon which they grow grapes, the idea of receiving tertiary water from the WWTP is an exciting idea. A similar program is utilized for their operations up in Santa Rosa and Windsor. Manager Koon reported District staff reorganization has resulted in an overall savings of \$144,000.00. Director Foster disagreed with this number and said the financials show a different result. Foster did agree that the payroll numbers are starting to show a decrease from the previous year.

Manager Koon reported that Alpha Electric will begin the replacement of the power service pedestal and distribution box at LS#3 on Monday. This was not in the original scope of work but was found to be necessary for proper performance and safety. Manager Koon also reported that the O&M staff is working hotspots more frequently than usual due to the dry conditions. With the ground so dry, roots are seeking out any source of water, which means our pipes are a prime target. Staying on top of these hotspots will help eliminate further problems when the rains do come.

**6. CONSENT CALENDAR**

A. Approval of Minutes for the December 19, 2013 Board of Directors Meeting

**MOTION:** 1<sup>st</sup> by Lyon, 2<sup>nd</sup> by Foster to Approve the December 19, 2013 Minutes as presented.

**VOTE:** 5-0 Motion passed

**7. BOARD MEMBER COMMENTS**

President Enns announced a letter was received from Leslie Walters informing us that Bud (her husband and former Cayucos Sanitary Board member) recently passed away. Director Lyon announced the Cayucos History Museum will be displaying their new exhibit at the pier tomorrow (Friday January 17<sup>th</sup>). The event is from 5:00-7:00pm and everyone is invited, please come and enjoy.

**8. SCHEDULED MEETINGS**


A. **Morro Bay-Cayucos Wastewater Treatment Plant (JPA) Meeting:** *Date:* February 13, 2014,  
*Hosted by* Cayucos Sanitary District, *Location:* Vets Hall, *Time:* 6:00pm

**9. SCHEDULE AGENDA ITEMS FOR THE FEBRUARY 20, 2014 BOARD MEETING**

**10. ADJOURNMENT**

The meeting adjourned at 6:45 p.m.

Minutes recorded by:

  
\_\_\_\_\_  
Anita Rebich, Clerk to the Board

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**REGULAR MEETING  
MINUTES  
Thursday, December 19, 2013  
6:00 p.m.**

**1. ESTABLISH QUORUM AND CALL TO ORDER**

President Enns called the meeting to order at 6:00p.m.

Board members present: President Robert Enns, Vice-President Dan Chivens, Director Shirley Lyon and Director Dan Lloyd. Director Michael Foster arrived at 6:03.

Staff present: District Manager Rick Koon and Administrative Services Accounting Manager Anita Rebich

**2. PUBLIC COMMENTS**

President Enns opened the meeting to Public Comments.

Que Moyer, Cayucos – Asked how long are we going to wait for Morro Bay to make their decision. Weren't they supposed to decide by December?

Hearing no further comments, Public Comments was closed.

**3. CONSIDERATION TO REINVEST CD'S MATURING 12/30/13 AT COAST HILLS FEDERAL CREDIT UNION AND PACIFIC WESTERN BANK**

Manager Koon recommended that with our limited options for investment, and no foreseeable need to spend the monies, we reinvest both CD's with the same institutions for a period of 24 months. The amount reinvested will be an amount that with accrued interest over the term of the CD won't exceed the FDIC limit.

**MOTION:** 1<sup>st</sup> by Lloyd, 2<sup>nd</sup> by Foster to Reinvest both the Coast Hills Federal Credit Union and the Pacific Western Bank CD's with the same institutions for a period of 24 months.

**VOTE:** 5-0 Motion passed

**4. ELECTION OF DISTRICT OFFICERS FOR 2014**

**MOTION:** 1<sup>st</sup> by Lloyd, 2<sup>nd</sup> by Lyon to Keep Robert Enns as the Board President and Dan Chivens as the Board Vice-President.

**VOTE:** 5-0 Motion passed

**5. CONSIDERATION OF NEW DISTRICT COMMITTEE ASSIGNMENTS FOR 2014**

President Enns recapped the staff report questioning the need for Standing Committees since they have been used so infrequently. Manager Koon clarified that this was just request to allow the changes to be made to the Board Policy No, 4060 and that the changes would be brought before the Board in January for consideration.

Director Foster expressed his concern about eliminating Standing Committees and stated that the Board was in jeopardy of losing its DNA. Director Foster would like to see alternatives given that could strengthen the committees and provide the Board with more oversight on policy decision making. He also thought the Board

could do more of the review and work of the committees. Foster continued by saying that not using the Standing Committees is no reason to eliminate them, shame on the Board for not using them. Director Lloyd felt a robust discussion was in order on committees and Board oversight. Director Chivens feels we shouldn't just do away with Standing Committees; they have served a purpose in the past. Director Lyon recommends tabling this discussion until next month so Manager Koon can provide more information on the policy changes recommended and Director Foster can identify where the Board has dropped the ball on not using the committees. President Enns stated that the Board would spend a lot of time going through materials; reports etc. whereas a committee could perform this work and present its findings to the Board. This would be the case for either an Ad-Hoc or a Standing Committee. Director Lyon recapped the difference between Ad-Hoc committees, which are informal in nature and require no agenda posting or recording of minutes as opposed to Standing Committees that fall under the Brown Act and require agenda posting, recording of minutes and actions taken. Director Foster is concerned that when Board members change, an information trail is left for them by the previous members. You don't want the new members to have to re-invent what was already done; this is where the Standing Committee is important. Director Chivens concurred with Foster.

**MOTION:** 1<sup>st</sup> by Lyon, 2<sup>nd</sup> by Lloyd to Defer this item until the January meeting to allow time for both Manager Koon and Director Foster to gather more information for presentation.

**VOTE:** 5-0 Motion passed

#### **6. STAFF COMMUNICATIONS AND INFORMATION ITEMS (NO ACTION REQUIRED):**

A. Manager Koon's report was accepted as presented. Manager Koon stated that Morro Bay's Second Public Draft Options Report shows they are looking at the Morro Valley, Chorro Valley and the Giannini property, along with a parallel look at CMC. Upcoming staff meetings should provide more information and clarity. Manager Koon also reported that with the upcoming demolition of a home on Bakersfield Ave., it's a great opportunity to gain access to the easement, an area identified as needing line replacement. This would be a great way to establish procedure on replacing big lines and will give the staff the experience of how it's done.

#### **7. CONSENT CALENDAR**

A. Approval of Minutes for the November 21, 2013 Board of Directors Meeting

**MOTION:** 1<sup>st</sup> by Lyon, 2<sup>nd</sup> by Lloyd to Approve the November 21, 2013 Minutes as presented.

**VOTE:** 5-0 Motion passed

#### **8. BOARD MEMBER COMMENTS**

President Enns and the Board thanked Sandy Tannler for the goodies she brought and shared at the meeting. Enns stated the Manager Koon and Rob Livick of Morro Bay need to work on developing the requirements for a Technical Memorandum on the Chorro Basin. Enns asked that we determine costs appropriation before proceeding, i.e. the percentage that Cayucos Sanitary District will be liable for. Director Lloyd stated the willows in the area are big issue, they suck a lot of water, and vegetation management needs to be addressed. Lloyd said there was a study done some 20 years ago by EDA on this very topic. Director Foster said he would like to see some sort of safety award for an excellent year given to staff. Some sort of scrip that will allow them to buy a warm logoed jacket or something along that line. The Board concurred with Foster. President Enns reported he was working with a source to look at a way to get Cal Poly's cooperation in reclamation, possibly through their viticulture program.

#### **9. SCHEDULED MEETINGS**


A. **Morro Bay-Cayucos Wastewater Treatment Plant (JPA) Meeting:** *Date:* TBA,  
*Hosted by* City of Morro Bay, *Location:* TBA, *Time:* 6:00pm

**10. SCHEDULE AGENDA ITEMS FOR THE JANUARY 16, 2014 BOARD MEETING**

**11. ADJOURNMENT**

The meeting adjourned at 7:02 p.m.

Minutes recorded by: \_\_\_\_\_

  
Anita Rebich, Clerk to the Board

