

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

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

REGULAR MEETING
MINUTES
JANUARY 20, 2010

1. ESTABLISH QUORUM AND CALL TO ORDER

President Robert Enns called the meeting to order at 6:05 p.m., Wednesday, January 20, 2010.

Board members present: President Robert Enns, Vice-President Bud McHale and Directors Hal Fones and Michael Foster

Board members absent: Director Shirley Lyon

Staff present: District Manager Bill Callahan, Administrative Services Officer (ASO) Lewis Brookins and Administrative Services Technician Nancy Martin

Visitors present: Dorothy Fones

2. PUBLIC COMMENTS

President Enns opened Public Comments; there were none.

3. MID-YEAR BUDGET REVIEW: 2009-2010 FISCAL YEAR

ASO Brookin's written report was received. He reported the District is on solid financial ground. Additionally, the District received the first half (\$23,744.00) of tax revenue receivable from the suspension of Prop 1A.

4. DISCUSSION OF PROPOSED DISTRICT INFLOW REMEDIATION PROJECT: SEALING MANHOLES

Manager Callahan's written report was received. Smoke, flow and flood testing showed a number (33) of manholes allow inflow of storm water runoff. He asked the Board to consider reallocating funds from different areas identified in the budget to fund the installation of sealing manholes, as the majority of the 2009/2010 budgeted amount was used for emergency repairs of faulty metal manhole riser rings. Director Foster was interested in quantifying savings from potential reduced flow with respect to the District's portion of wastewater treatment plant costs and suggested staff follow up with a summary on the cost of inflow and infiltration.

5. SUMMARY OF SUGGESTED BUDGET REALLOCATIONS WITH CONSIDERATION TO REDISTRIBUTE FUNDS FROM SPECIFIC BUDGET LINE ITEMS

Staff performed a mid-year budget review and noted overstated spending projections. Manager Callahan requested reallocating available funds to cover installing sealing manholes. Additionally, the

safety budget had been understated and he requested funds for confined space equipment. The Board approved the requests but did not recommend revising the current budget.

6. DISCUSSION OF GRAYWATER APPLICATIONS AS A POTENTIAL SEWER FLOW REDUCTION STRATEGY

Manager Callahan's written report was received. President Enns agreed that Cayucos isn't a very good candidate for any major reduction in sewer flow from graywater systems with small lots, large homes, and poor soil conditions. Director Foster recommended staff continue to explore possibilities. Director McHale suggested tabling the item and reviewing again in six months; the Board concurred.

7. REVIEW AND DISCUSSION OF DISTRICT OPERATING GOALS

The agenda item was tabled by consensus of the Board. President Enns recommended a subcommittee (Enns, McHale) discuss District operating goals with Manager Callahan and report back at the next regular Board meeting.

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

A. District Manager's Report – December 2009

Manager Callahan's written report was received. Director Foster stated his tour of the Morro Bay Wastewater Treatment Plant was "terrific" and that staff was committed and knowledgeable. Board members suggested Foster view other local wastewater facilities that use oxidation ditches. President Enns and Director McHale expressed interest as well. Director Fones met with Callahan and reviewed the three design proposals submitted for the treatment plant upgrade.

B. Administrative Services Officer's Report – December 2009

ASO Brookins written report was received. He reported he is attending a Funding Seminar in February.

9. CONSENT CALENDAR

A. Approval of Minutes for the December 16, 2009 Board of Directors Meeting

B. Approval to pay outstanding bills as of January 20, 2010

MOTION: First by McHale with second by Fones to approve the Consent Calendar in its entirety.
VOTE: 4-0

10. BOARD MEMBER COMMENTS

11. MEETINGS, CONFERENCES, AND SEMINARS:

- WWTP JPA Meeting February 16, 2010 with District Special Meeting prior
- Upcoming CSDA Classes:
 - How to Be an Effective Board Member – February 18 & 19, 2010
 - Annual Meeting – February 19, 2010. President Enns stated he would attend.
 - Finance & Accountability – June 30, 2010

12. SCHEDULE AGENDA ITEMS FOR THE FEBRUARY 17, 2010 BOARD MEETING

- O&M Garage Project
- Funding considerations for Capital Projects
- Investment strategy (Shanley)

President Enns announced Closed Session at 7:30 p.m.

CLOSED SESSION:

13. CONFERENCE WITH LABOR NEGOTIATOR pursuant to Government Code Section 54957.6
(a) Agency Designated Representative: District Manager, Unrepresented: All Six District Employees

RECONVENE INTO OPEN SESSION

The meeting reconvened at 8:25 p.m.

14. ANNOUNCE ACTIONS TAKEN IN CLOSED SESSION

Actions taken in Closed Session:

- Reinstatement merit based pay, effective January 1, 2010.
- Schedule ad hoc committee meeting (McHale and Foster) to review 2008 Salary Survey and salary increases from 2007 to present. Consider equity pay after review of this data.

15. ADJOURNMENT

The meeting adjourned thereafter.

Minutes recorded by: _____
Nancy Martin, Administrative Services Tech.