

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

GOVERNING BOARD
R. B. Enns, President
S. Lyon, Director
M. Foster, Director
D. Chivens, Director
Vacant, Director

REGULAR MEETING
MINUTES

Thursday, September 20, 2012
6:00 p.m.

1. ESTABLISH QUORUM AND CALL TO ORDER

President Enns called the meeting to order at 5:59 p.m.

Board members present: President Robert Enns, Director Michael Foster and Director Dan Chivens. Director Shirley Lyon was absent.

Staff present: Interim District Manager Rick Koon, Administrative Services Officer (ASO) Lewis Brookins, and Administrative Services Tech Anita Rebich

Visitors present: Dan Lloyd, Sue Moyer and Sandy Tanler

2. PUBLIC COMMENTS

President Enns opened the meeting to Public Comments.

- Sue Moyer, Cayucos – Questioned how we got from upgrading the existing WWTP to constructing a new one. She says she can't believe we would even consider the Righetti property with all that would be involved with it. If the plant moves she doesn't know how she'll be able to afford her bill.
- Sandy Tanler, Morro Bay - She has read comments regarding moving the WWTP, why would we do this? She commented on how the CCC could go behind our backs to easily annex the Righetti property into the City, is that not showing they have an agenda?

Hearing no further comments President Enns closed Public Comments.

3. ANNUAL REVIEW OF DISTRICT INVESTMENT POLICY

ASO Brookins recapped the policy for reviewing the District's Investment Policy and stated we have a solid policy and recommended no changes at this time

MOTION: 1st by Foster, 2nd by Chivens to make no changes to the District Investment Policy for the fiscal year 2012-13. Motion passed 3-0

4. DISCUSSION AND CONSIDERATION OF FILLING BOARD VACANCY – RESIGNATION OF HAROLD M. FONES

ASO Brookins explained the County requirements for filling the vacancy. After speaking with District Counsel, and with the November election right around the corner, ASO Brookins recommends no action at this time.

MOTION: 1st by Foster, 2nd by Chivens to leave the Board seat vacant until the November election.

Motion passed 3-0

5. CONSIDERATION OF SELECTION OF BOARD VICE PRESIDENT

President Enns asked that this item be tabled until next month when all Board members are present.

6. CONSIDERATION TO ADOPT RESOLUTION #2012-8 AMENDING DISTRICT CONFLICT OF INTEREST CODE

Manager Koon explained the additions and corrections occurring in the biennial review of the Conflict of Interest Code.

MOTION: 1st by Chivens, 2nd by Foster to Adopt Resolution #2012-8 Amending District Conflict of Interest Code and Amending the List of Designated Positions Subject to the Conflict of Interest Code.

ROLLCALL VOTE: Enns (yes), Foster (yes), Chivens (yes), Lyon (absent). Motion passed 3-0

7. CONSIDERATION TO APPROVE ACQUISITION OF REPLACEMENT GENERATOR PURCHASE FOR LIFT STATION #4

Manager Koon explained even though this purchase was previously approved, this is being brought before the Board because the amount of the purchase exceeds the authority of the District Manager. Director Foster asked is there were any issues with the APCD on this new generator, Manager Koon replied the permit is ready to go with APCD. Manager Koon further explained the generator we are replacing will be revamped and stored at the O&M shop for emergency backup purposes.

MOTION: 1st by Foster, 2nd by Chivens to approve the Acquisition of Replacement Generator Purchase for Lift Station #4. Motion passed 3-0

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

A. District Manager's Report – August 2012

Manager Koon presented his report on the month's activities and stated the number of USA's increased due to the County water line replacement project on several streets throughout the District. He reported design contracts have been issued for LS#3 and Cayucos Creek Road projects. Director Foster asked what projects Tennent is working on and Manager Koon replied he is working on all the capital improvement projects acquiring permitting, equipment quotes and lining up potential suppliers.

B. Administrative Services Officer's Report – August 2012

ASO Brookins written report was received. He reported that the server/hardware contract was issued to TekTegrity and reviewed the server installation timeline. ASO Brookins reported that Continental Utility Systems Inc. (CUSI) has been selected to provide the software for the new billing system.

9. CONSENT CALENDAR

A. Approval of Minutes for the August 16, 2012 Board of Directors Meeting

MOTION: 1st by Chivens, 2nd by Foster to approve the Consent Calendar. **VOTE:** 3-0. Motion passed.

10. BOARD MEMBER COMMENTS

Director Chivens handed out a paper that contained a proposed action item for the next meeting agenda. He is requesting that we poll the ratepayers of Cayucos and get their input on the issues facing the JPA that will in turn affect their rates. He (Chivens) would like to see this poll attached to the monthly billing so that it doesn't get treated like junk mail. Director Chivens stated he is good with whatever decision is made regarding moving the WWTP or keeping it at it's present location, but would like to see the rates kept affordable either way. Director Foster questioned the numbers that are out there on the WWTP project and said we need to look at these numbers and evaluate them. Director Foster is uncomfortable with the numbers coming out of Morro Bay, he feels they are inflated. President Enns explained, for the benefit of those in the audience, how the JPA works in regard to motions that are made, and voting by both sides. He explained it was set up so that neither side is forced to do something they don't want to do.

11. SCHEDULED MEETINGS

- A. Morro Bay-Cayucos Wastewater Treatment Plant (JPA) Meeting, *Date:* October 11, 2012
Hosted By: Cayucos Sanitary District, *Location:* Cayucos Vet's Hall, *Time:* 6:00 p.m.

12. SCHEDULE AGENDA ITEMS FOR THE OCTOBER 18, 2012 BOARD MEETING

Manager Koon and ASO Brookins will create a cost ratio sheet for ratepayers so they can see how much their bills will increase for each \$1 million spent on the WWTP project. Manager Koon will compile a sample survey for ratepayers input based on Director Chivens proposed action item along with estimates for printing and mailing such survey.

13. ADJOURNMENT

The meeting adjourned at 6:56 p.m.

Minutes recorded by:



Anita Rebich, Administrative Services Tech

11. SCHEDULED MEETINGS

A. Monday, 10:30 am - 12:00 pm: Board Meeting, Board Room, 1000 Lakeside Drive, Suite 1000, Chicago, IL 60606

12. RESOLVE AGENCY ITEMS FOR THE OCTOBER 18, 2012 BOARD MEETING

12.1. The Board will receive a report from the Agency regarding the status of the Agency's operations for the month of September 2012. The report will include information on the Agency's financial performance, operational performance, and compliance with regulatory requirements. The Board will also receive a report from the Agency regarding the status of the Agency's strategic plan and the progress of the Agency's implementation of the plan.

13. AGENCY REPORT

The meeting agenda is as follows:

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Director of Operations