

AGENDA ITEM: 3.A

DATE: November 19, 2015

ACTION: APPROVED

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
C. Maffioli, Director
D. Lloyd, Director

REGULAR MEETING
MINUTES
Thursday, October 15, 2015

1. ESTABLISH QUORUM AND CALL TO ORDER

President Enns called the meeting to order at 6:04p.m.

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

Staff present: District Manager Rick Koon, and Administrative Office Manager Danielle Crawford.

2. PUBLIC COMMENTS

President Enns opened the meeting to Public Comments.

Hearing no comments, President Enns closed Public Comment.

3. CONSENT CALENDAR - Recommend to Approve.

Consent Calendar items are considered routine and therefore do not require separate discussion, however, any item may be removed from the Consent Calendar by a member of the Board of Directors for separate consideration. Individual items on the Consent Calendar are approved by the same vote that approves the Consent Calendar, unless an item is pulled for separate consideration.

- A. Approval of Minutes for the September 17, 2015 Board of Directors Regular Meeting.
- B. Financial Reports: September 2015
 - 1. Check Register
 - 2. Cash, Savings, and Investment Report
 - 3. Budget vs. Actual Status Report FY 2014-2015
 - 4. Capital Improvement Projects Report

President Enns requested to pull item 3A stating he was not present during the last board meeting and wishes to abstain from discussions regarding this item.

Maffioli asked about item 3B. She was concerned about the amount in the District general checking account being too high to be insured.

Koon said the reason it's on the high side is because we are getting ready to pay nearly \$200k for the Morro Bay WWTP 4th quarter invoice.

Lyon questioned the amount on the check register labeled Quickbooks and wanted to clarify this was our actual payroll amount and not an amount paid to Quickbooks for payroll service.

Koon assured her that the line item amount is the amount paid directly to District employees and the District's payroll is not outsourced.

President Enns opened the meeting to Public Comments.

Hearing no comments, President Enns closed Public Comment.

MOTION: 1st by Maffioli, to approve consent item 3B. The motion was seconded by Lyon.

ROLLCALL VOTE: Enns-yes, Chivens-yes, Lyon-yes, Lloyd-yes, Maffioli-yes. **VOTE 5-0** Motion passed

Lyon commented that the Board needs to be more mindful of public comment processes and refrain from responding directly to the public during their statement as it is not the appropriate platform for discussions.

Enns then asked the Board to discuss the previously pulled agenda item 3A while he and Director Lloyd abstain.

MOTION: 1st by Chivens, to approve consent item 3A the minutes of the September 17, 2015 Board of Director's Meeting. The motion was seconded by Lyon.

ROLLCALL VOTE: Enns-abstain, Chivens-yes, Lyon-yes, Lloyd-abstain, Maffioli-yes. **VOTE 3-0** Motion passed

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

A. District Manager's Report – September 2015

B. Monthly Customer Satisfaction Survey Submissions

C. Will Serves - New

Merzoian, APN 064-372-008, 280 Cerro Gordo Ave – SFR new

Dale, APN 064-126-009, 173 H Street – SFR Remodel/Addition

Will Serves – Renewed

None

Will Serves – Finaled

None

Manager Koon's report was presented. He updated the Board on O&M related activities for the month of September and various Administrative items such as the total number of ACH customers to date being 181. He talked about the updated look of the front office and the new signage outside. He also briefed the Board on the progress of the new website stating that it should be up and running by the end of November.

Items A through C were received and accepted.

5. NOTICE OF COMPLETION FOR COATING DIGESTER #1.

Koon discussed Bruce Keogh's consent item.

President Enns opened the meeting to Public Comments.

Hearing no comments, President Enns closed Public Comment.

MOTION: 1st by Lloyd, to accept the notice of completion for coating digester #1. The motion was seconded by Maffioli.

ROLLCALL VOTE: Enns-yes, Chivens-yes, Lyon-yes, Lloyd-yes, Maffioli-yes. **VOTE 5-0** Motion passed

6. CONSIDERATION AND APPROVAL OF AWARD OF CONTRACT FOR BLENDING VALVE REPLACEMENT PROJECT.

Koon went over Bruce Keogh's staff report in relation to the award of contract.

President Enns opened the meeting to Public Comments.

Hearing no comments, President Enns closed Public Comment.

MOTION: 1st by Lyon, to approve the award of contract for blending valve replacement project. The motion was seconded by Maffioli.

ROLLCALL VOTE: Enns-yes, Chivens-yes, Lyon-yes, Lloyd-yes, Maffioli-yes. **VOTE 5-0** Motion passed

7. PROPOSED SOLID WASTE INCREASE AS REQUESTED BY MISSION COUNTRY DISPOSAL AS PER PROPOSITION 218 PROCESS:

A. OPEN PUBLIC HEARING

B. CLOSE PUBLIC HEARING

C. CONSIDERATION TO ADOPT RESOLUTION NO. 2015-7 ESTABLISHING REVISED SOLID WASTE AND RECYCLABLE MATERIALS COLLECTION AND DISPOSAL RATES

President Enns opened the Public Hearing for comments.

Richard Grise – Cayucos resident – Talked about the curbside recycling program saying that 9 out of 14 people on his block are in favor of, and called to have a green waste can delivered by Mission Country Disposal but were told “no” because Cayucos does not currently have a green waste program in place. He said he feels like it is the environmentally conscious thing to do and he's willing to pay 4% for the organics program. He feels this would be a tremendous value to the community.

Barbara Hagiwara – Cayucos resident – said she is not satisfied with Mission Country Disposal's service but wants the recycle program.

Hearing no further comments, President Enns closed Public hearing.

Koon discussed Mission Country Disposal's (MCD) proposition 218 explaining that the 4% increase does not apply to Cayucos at this time. Due to the Asian Citrus Psyllid, and the Light Brown Apple Moth quarantines that are currently in place for Cayucos, the green waste program has not been offered in this area. He said he will continue to work with the County to find out how we may remedy the quarantines and hopefully move forward towards implementing the organics program sometime in the future.

Lloyd mentioned that he also is on the Integrated Waste Management Board and explained that the end result with a program like this is they will be creating energy with the waste. He said he would like the item on the District website to inform people about the status of Mission Country Disposal's recycle and organics programs.

Lyon said she is unclear how they will deal with the absentee owners.

Koon added that no 218 protests were received by the District.

MOTION: 1st by Lloyd, to approve the proposed 6.37% solid waste increase. The motion was seconded by Maffioli.

ROLLCALL VOTE: Enns-yes, Chivens-yes, Lyon-yes, Lloyd-yes, Maffioli-yes. **VOTE 5-0** Motion passed

8. REVIEW OF REQUEST FOR PROPOSAL RESPONSES FOR AUDITING SERVICES AND AWARD OF CONTRACT FOR AUDITING SERVICES FOR THE 2014/15 – 2016/17 FISCAL YEARS TO INCLUDE TWO, ONE YEAR RENEWAL OPTIONS.

President Enns opened the meeting to Public Comments.

Hearing no comments, President Enns closed Public Comment.

MOTION: 1st by Lloyd, to table this item until next JPA meeting. The motion was seconded by Chivens.

ROLLCALL VOTE: Enns-yes, Chivens-yes, Lyon-Recused, Lloyd-yes, Maffioli-yes. **VOTE 4-0** Motion passed

9. UPDATE ON CAYUCOS SUSTAINABLE WATER PROJECT (CSWP) STATUS.

Koon and Lloyd updated the Board on the most recent meetings and the status of the various contractor progress. He suggested to have another Town Hall meeting in the middle of January 2016 so that the Board can be prepared to make decisions regarding site selection sometime in February 2016.

Lyon would like a summary of which site and why instead of being bogged down with all of the small details. She would like it laid out in a comparison type format (comparing apples to apples) making it easy for the public read. She said she’s not as concerned with all of the minor details, as much as she is with the major points with each site.

Enns announced going into closed session at 7:44pm

CLOSED SESSION

Board members present: President Robert Enns, Director Shirley Lyon, Director Cary Maffioli, Director Dan Chivens and Director Dan Lloyd.

Staff present: District Manager, Rick Koon

10. CONFERENCE WITH LABOR NEGOTIATOR; pursuant to Government Code section 54957.6:

Agency designated representative: Timothy J. Carmel (not present)

Unrepresented employee: Richard Koon, Project Services, Inc.

Open session reconvened at 7:54pm

ITEMS TO REPORT FROM CLOSED SESSION:

None

11. BOARD MEMBER COMMENTS (This item is the opportunity for Board Members to make brief announcements and/or briefly report on their own activities related to District business).

Board directed staff look into additional audit services for the MB/CSD WWTP FY 2014-2015.

Enns said he would like to schedule a meeting with Koon, Lloyd, and Carmel and asked the Board to take some time to think about the future and a 50 year plan vs. a 10 year plan. He then directed Koon to email the Board with dates of the next 2 months meetings to account for holidays.

12. SCHEDULED MEETINGS

- A. Morro Bay-Cayucos Wastewater Treatment Plant (JPA) Meeting, Date: November 12, 2015
Hosted By: City of Morro Bay, Location: 1001 Kennedy Way, Morro Bay, Time: 6:00 pm.
- B. Regular Board of Directors Meeting, Date: November 19, 2015
Location: Cayucos Sanitary District Office, Time: 6:00 p.m.
- C. Other meeting schedule:
JPA: _____ Tentative Schedule _____
Board Meeting: December 17, 2015

13. SCHEDULE AGENDA ITEMS FOR THE NOVEMBER 19, 2015 BOARD MEETING

None

14. ADJOURNMENT

The meeting adjourned at 8:07p.m.

Minutes Recorded and Respectfully Submitted By:


X _____
Danielle Crawford
Administrative Office Manager