

MENDOCINO CITY COMMUNITY SERVICES DISTRICT  
Post Office Box 1029  
Mendocino, CA 95460  
Business Phone (707) 937-5790 Treatment Plant (707) 937-5751 Fax (707) 937-3837

Minutes of March 25, 2019

Regular Meeting was called to order by President Schwartz at 7:00 p.m. in the business office at the Wastewater Treatment Plant. Present were Directors Kerstein, Rice, Hauck, and Schwartz. District Superintendent Mike Kelley and Secretary Jodi Mitchell were present.

1. Agenda – No changes were made to the agenda.

2. Approval of Minutes February 25, 2019

Corrections: Page 2, Section 7, Paragraph 2, line 1: SHN Engineering has completed,,  
Page 2, Section 7, Paragraph 2, line 3:... start of construction is the first week in June.

MOTION Hauck/Kerstein To approve the minutes of February 25, 2019 as corrected.

ROLL CALL VOTE AYES: Directors Kerstein, Rice, Hauck and Schwartz  
NOES: None  
ABSENT: None  
ABSTAIN: None

Approval of Minutes March 15, 2019

MOTION Rice/Kerstein To approve the Special Meeting Minutes of March 15, 2019, as submitted.

ROLL CALL VOTE AYES: Directors Kerstein, Rice, Hauck and Schwartz  
NOES: None  
ABSENT: None  
ABSTAIN: None

President Schwartz noted the March 15<sup>th</sup> meeting was scheduled to approve the Loan documents with the Savings Bank. He read the documents and most of the language was boiler plate, however, he suggested that staff read the payment sections of the loan documents, and calendar any payment due dates.

3. Communications

4. Public Comment

5. Old Business

6. New Business

a. Board Approval of Plant Upgrade Plans and Bid Documents

The District received the Plans, Specifications, and Bid Documents from SHN Consulting Engineers for the MCCSD Plant Upgrade. Staff responded to questions raised by the Board regarding ownership of the proposed water tank at the High School, elective alternatives to the project, and qualification of bidders.

SHN would evaluate the bids.

MOTION Hauck/Rice To approve the SHN Plans and Bid Documents as submitted.

ROLL CALL VOTE AYES: Directors Kerstein, Rice, Hauck and Schwartz  
NOES: None  
ABSENT: None  
ABSTAIN: None

7. Groundwater Management

a. Monthly Groundwater Management Report

October 1, 2018 was the beginning of the 2018-2019 rain year. Average annual precipitation in Mendocino was 40.23 inches and average rainfall in March was 6.05 inches. 6.4 inches of rainfall was recorded to March 25<sup>th</sup>. Total annual rainfall to date was 36.89 inches, which was normal for this time of year.

Since MCCSD has recorded greater than 32 inches of precipitation since October 1, 2018 and greater than 10 inches of rain since February 1, 2019, the Water Shortage Contingency Plan recommended declaration of a No Water Shortage condition for the March drought evaluation,

Resolution 2019-256 was prepared for Board consideration to end the existing Stage 1 Water Shortage and to declare a No Water Shortage condition in the District.

The average DTW measurements District-wide in the 24 monitoring wells on March 15, 2019 was 8.22 ft.

b. Resolution 2019-256-Resolution of MCCSD to Declare a No Water Shortage Condition

On May 29, 2018, the Board of Directors declared a Stage 1 Water Shortage, due to below normal rainfall. Since greater than 32 inches of rainfall was recorded by March 6, 2019, and greater than 14 inches of precipitation was measured since February 1, 2018, the Superintendent recommended that the Board rescind the Stage 1 Water Shortage and declare that a No Water Shortage Condition existed within the area served by the MCCSD, based on the MCCSD Water Shortage Contingency Plan.

Resolution No. 2019-256 was read aloud by Director Hauck.

MOTION Kerstein/Hauck To accept Resolution 2019-256 – Resolution of MCCSD to Declare a No Water Shortage Condition

ROLL CALL VOTE AYES: Directors Kerstein, Rice, Hauck and Schwartz

NOES: None

ABSENT: None

ABSTAIN: None

8. District Superintendent's Report

Operators performed routine repair and maintenance at the wastewater treatment plant during March 2019. During the first two weeks in March, Mendocino received 4 inches of precipitation. As a result, average daily plant flows and the high peak flows at the treatment plant were substantial. The ocean outfall handled high flows during this period.

USDA had reviewed and approved the treatment plant upgrade plans. The project was expected to go out to bid on April 1, 2019. A tentative schedule was prepared from approving plans and bid documents to the start of construction on July 1. On April 17, there would be a mandatory bidding meeting for contractors.

There were no MCCSD collection system sanitary sewer overflows during March 2019.

No recycled water was transferred to the High School in March 2019.

The Safety officer conducted the monthly safety inspection of the plant and safety meeting on March 12, 2019. The 30-minute meeting was on *Electrical Safety*.

9. Committee Updates

10. District Secretary's Report

a. Monthly Register of Cash Disbursements

MOTION Hauck/Rice To approve disbursements in the amount of \$57,042.95 for checks #14244 - #14278 and online CalPERS, State and Federal Tax Deposits, and noting no checks were void.

ROLL CALL VOTE

AYES: Directors Kerstein, Rice, Hauck and Schwartz  
NOES: None  
ABSENT: None

b. Update on Delinquent Accounts and Certificate of Liens

The Board of Directors reviewed the delinquent accounts and certificate of liens.

11. Matters from Board Members

Director Hauck inquired what MCCSD was doing in terms of improving their energy conservation footprint. Superintendent Kelley said the District previously opted out of Sonoma Clean Energy because he thought it was significantly more expensive and also there may have been a problem related to peak hours. Staff was asked to get an update from Sonoma Clean Power for an estimate of charges and sources of clean power, and place the topic on the next meeting agenda for public discussion.

At the last meeting, Director Rice shared his interest in eliminating micro plastics from entering the ocean. He has been talking with the community and in doing his research, he discovered that micro plastics from washing machines tend to cling to wastewater solids. He asked if a test was available to determine if plastics were in the solids. Superintendent Kelley suggested looking at MCCSD's required testing pursuant to the State Water Resources Board CA Ocean Plan and Table B, to see if the plastics compound was on that list. Because he was interested and it was important to him and others, Director Rice would prepare an informational flyer that could be included with a future billing statement to bring awareness to the community.

At 8:00, the meeting was adjourned to a Closed Session to discuss Personnel Matters.

The regular meeting was resumed and the report out of closed session was the Board discussed Personnel Matters.

The meeting adjourned at 8:25 p.m.

Respectfully submitted,

  
Jodi Mitchell, Secretary