

MENDOCINO CITY COMMUNITY SERVICES DISTRICT

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Minutes December 15, 2008

Regular meeting was called to order at 7:00 p.m. in the business office at the Wastewater Treatment Plant. Present were Directors Kraynek, Dill, Schwartz and O'Brien. Director Ball was absent. Also present were Superintendent Mike Kelley and Secretary Jodi Mitchell.

1. Approval of Minutes - November 24, 2008

Secretary Mitchell requested that the minutes of November 24 be deferred for approval at the January meeting and the Board concurred.

2. Communications

3. Public Comment

4. New Business

a. Discussion and Possible Action on the Purchase of a Sewer Video Camera

Superintendent Kelley provided a memorandum regarding the purchase of a sewer camera, and explained several reasons why a camera was needed. The final Sanitary Sewer Management Plan (SSMP) was scheduled for completion by February 1, 2010. Element VII – Fats, Oils, and Grease Control Program and the FOG Ordinance were in draft form, and ready for committee review. A key element of the FOG Program was to identify grease “hot spots” where the sources of FOG were an ongoing problem. District personnel would be responsible for inspecting FOG contributors, and inspection of sewer laterals at non-residential locations would require the use of a sewer camera. An initial camera inspection would be followed by at least one more during the first 6-months of the program to determine if FOG was still entering the sewer system. The success of the program would depend on the use of a sewer camera. The camera could also be used to video main sewer lines, and has up to a 300 foot cable. These cameras have a transmitter built in the camera head, and a receiver at the surface could be used to identify the dig point for making point repairs to damaged sewers.

The Board discussed the bids provided, which had been researched by the Superintendent for their consideration.

MOTION Schwartz/Kraynek: To allocate \$3,999.00 for the purchase of a Sewer Camera for the District's FOG Program, as quoted by South Coast Equipment.

ROLL CALL VOTE: AYES: Directors Kraynek, Dill, Schwartz and O'Brien

NOES: None

ABSENT: Director Ball

5. Groundwater Management

a. Discussion of 2008-2009 Stage 2 Water Shortage

On November 28, depths to water measurements were taken in the drought indicator wells. Based on the Water Shortage Contingency Plan, the District was in a Stage 2 Water Shortage. The Stage 2 Water Shortage was declared on June 30, 2008. Based on the data collected on November 28, 2008, the drought stage was still in Stage 2.

Rainfall totals for the period of October 1 through November 30 were below average and have been below average since 2000. The trend line on the Average Depth to Water table showed a decline in the water table since the District revised its well field to 24 wells in 2002. December rainfall of .04 inches was very low to date. The Water Shortage Contingency Plan indicated that Mendocino was in a Stage 2 Water shortage. The Mendocino Groundwater Model predicted that normal rainfall for the year could end the water shortage, and conditions would also be improved by late spring rainfall.

The Board asked Staff to provide a press release to the Mendocino Beacon informing the public of the groundwater shortage evaluation and the declared a stage 2 water shortage.

6. Old Business

7. Attorney's Report

The Board requested that the secretary update the Board on all pending legal matters.

8. District Superintendent's Report

During the month of December, the treatment plant operated normally. Plant personnel performed routine plant maintenance and equipment repair. No. 1 and 2 aerators were reinstalled on December 9. Pat Rowan's crane was hired to place the aerators in the aeration basin. Aerators No. 5 and 6 were removed to be rebuilt.

No recycled water was transferred to the Mendocino High School during the month of November 2008.

All of the vegetation that was removed from the Main Street Lift Station was brought down to the treatment plant and has been burned.

The old blue pickup was in need of replacement. Purchase of an electric truck was one option. Mike provided Zap electric truck information. This type of truck would be fine around town, and its speed was limited to 25-40 mph. The cost was \$12,500-\$14,500. The advantage was no gas, but the drawback was short range and low speed. Another option would be to purchase a used light weight pickup that has normal 300-400 mile range and normal speed.

The Board decided to keep this issue on the table until the District's truck becomes unsafe. At that time the District would look for a new truck immediately, which would be used for all MCCSD business.

Mike provided the Board with a copy of a list of facilities with effluent violations subject to Actions and Violations receiving penalties by the Water Board Office from 1/1/2000 – 6/30/04. At this time, State funding was not available through grants, but since the sewer line was over 30 years old, the Board agreed to be prepared, if funding should become available in the future. In an effort to prepare a baseline cost, Superintendent Kelley would obtain an estimate to replace the outfall line, to prepare the District for full replacement.

9. Committee Updates

Directors O'Brien and Kraynek would meet in January to review the FOG Ordinance.

10. District Secretary's Report

a. Monthly register of Cash Disbursements

MOTION Schwartz/Dill: To authorize payment of checks #8624-8650.

ROLL CALL VOTE: AYES: Directors Kraynek, Dill, Schwartz and O'Brien

NOES: None

ABSENT: Director Ball

The meeting adjourned.

Jodi Mitchell
District Secretary