

MENDOCINO CITY COMMUNITY SERVICES DISTRICT

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Minutes of November 29, 2011

Regular Meeting was called to order at 7:00 p.m. in the business office at the Wastewater Treatment Plant. Present were Directors Waldman, Schwartz and O'Brien. Director Kraynek was ill. Jodi Mitchell was present. Steven Acker was absent.

1. Public Comment

Harold Hauck commented that he was delighted to be at the meeting, and he looked forward to his tenure as a MCCSD Director beginning next month.

2. Approval of Minutes

November 1, 2011

Correction: Page 3, Section 8, last paragraph, last sentence: There was nothing to take from the building....

MOTION Schwartz/O'Brien To Accept the minutes of November 1, 2011 as corrected.

President O'Brien noted that Director Waldman was absent at the November 1st meeting, therefore couldn't vote on the approval of the minutes, and Director Kraynek was not present. Director O'Brien would vacate his seat on December 2nd, so there could only be two votes for an approval.

ROLL CALL VOTE: AYES: Directors O'Brien and Director Schwartz

NOES: None

ABSENT: Director Kraynek

ABSTAIN: Director Waldman

Minutes of November 22, 2011

Director Schwartz commented that this may only be an omission from the minutes and not a correction, but asked if the Mendocino Beacon shouldn't be added to the last line of the minutes. Jodi responded that the Notice of Vacancy on the Board was a legal requirement and the notice of vacancy would automatically be published as a legal notice, but it was suggested at the last meeting that Public Service Announcements be provided to the radio stations.

Correction: Add sentence: The legal notice of the vacancy would be provided to the Mendocino Beacon for publication.

MOTION Schwartz/O'Brien To accept the minutes as corrected.

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

NOES: None

ABSENT: Director Kraynek

ABSTAIN: None

The Notice of the vacancy was posted in three places, and would also be published in the Mendocino Beacon. It was also on the District's website. As a form of notification, Harold Hauck suggested, and the Board concurred, that a notice of the vacancy could be inserted with the next MCCSD billing statement, which would go out on the first of January to all property owners within the District.

3. Communications

4. Groundwater Management

Minutes of November 29, 2011

Page 1 of 3

a. Monthly Groundwater Management Report

The Board reviewed the rainfall and depth to water in the 24 monitoring wells. 4.67 inches of rainfall was recorded to date for November. The water year total rainfall was 9.08 inches, which was 23% of the annual average rainfall.

One - #2 violation letter and 8 - #1 violation letters were mailed to property owners who were not in compliance with the monthly meter readings. A reading and an apology was provided by the #2 violator, and four owners of the eight #1 notices responded with a reading.

5. Old Business

6. New Business

7. Attorney's Report

8. District Superintendent's Report

During the month of October, the treatment plant operated normally. Plant personnel performed routine plant maintenance and equipment repair. Keith built the gate for the bar screen enclosure. That completed the enclosure and the bar screen had been returned to 24 hour service, and Steve noted the machinery stayed cleaner if it ran all of the time.

No water had been transferred to the high school. The rainy season had started and it was not needed.

Schedule 1 sludge analyses samples for Redwood Landfill were sent in. The analysis for the dried sludge was too high for manganese. The STLC for Manganese was 3.1 ppm and the limits at Redwood are 2.5 ppm. Total Waste Systems, our hauler, referred us to Recology's facility in Vacaville. Steve sent the lab results to them. Further testing would be required for them to accept the sludge. The District produces about 3-4 loads a year, which was not a high volume.

The October 2011 self monitoring were reported online and the paper report was sent to Water Quality.

Staff took their regular monthly safety meeting. The Safety Officer also conducted the monthly safety inspection of the plant.

Steve spoke with Mike Maley of Kennedy Jenks and he said that a single liner for the pond had been approved by State Water Resources Control Board and Kennedy Jenks would send a cost estimate for the final design. This issue would be discussed at the January meeting. Director O'Brien noted that the proposal would probably budget for administrative costs, and thought it would be prudent to keep Mike Kelley in the loop because he started the project, and he would have the District's best interest in mind.

Steve talked with Laura Wilson from State Parks about the property line between the Dertner property and MCCSD. She had not yet made a determination on what the State was going to do about the encroachment. She promised to move up the priority and have a determination in a month.

The new sludge pumps had arrived, and installation would be in January. Steve's plan was to have Mike Kelley help with the installation. The Board asked for an estimate from Mike, and Director Schwartz noted that these costs were not budgeted. Director Waldman asked if the \$35.00 hourly fee would be broken into consultation fees, and long term construction fees. Steve Acker would clarify the hourly wage and ask Mike for an estimate.

9. Committee Updates

10. District Secretary's Report

a. Monthly Register of Cash Disbursements

MOTION Schwartz/Waldman To approve the Cash Disbursements for checks
#10493 – #10535, ending November 22, 2011.

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

NOES: None

ABSENT: Director Kraynek

ABSTAIN: None

11. Matters from Board Members

Director Schwartz presented President O'Brien with a wood-grained plaque for his 22 years of service to the Mendocino City CSD, and applause ensued. Ed responded that he was a Board member for 22 years, because he enjoyed the business of the wastewater treatment plant. Ed said he would see the Board at the next meeting, but from the opposite side of the table.

The Board agreed to hold all future sewer charges for service to the two residences that burned in the Suntrap Meadow Circle subdivision until reconstruction.

The meeting adjourned.

Respectfully submitted,

Jodi Mitchell, Secretary