

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 February 24, 2014

The regular meeting was called to order at 7:00 p.m. in the business office of the Wastewater Treatment Plant. Present were Directors Kraynek, Waldman, Stubbs, Hauck and Schwartz. Also present were Superintendent Steve Acker, Mike Kelley, and Jodi Mitchell.

1. Agenda – no changes, additions, or deletions

2. Minutes –January 27, 2014

Corrections: Page 3, Section 9, Paragraph 2, Line 2.no sanitary sewer overflows in December.
Page 3, Section 9, Paragraph 6, Line 1. ~~Due to almost no rain in January~~, MCCSD was transferring water to the High School **in January**.

Page 3, Section 9, Last Paragraph, Line 1. ~~Slueth sluice~~ gate valve repairs
President Schwartz noted that the minutes should reflect in the report out of the closed session that the Board also offered a service recognition award to the Secretary, and that Director Hauck kindly offered to follow up on that recognition gift.

MOTION Hauck/Kraynek: To approve the Minutes of January 27, 2014, as corrected.

ROLL CALL VOTE: AYES: Directors Kraynek, Stubbs, Waldman, Hauck and Schwartz

NOES: None

ABSENT: None

Minutes of February 10, 2014 – Special Meeting

Corrections: Page 1, Paragraph 2, Line 3:and the ~~implication~~ **instructions** that would be imposed.

Page 1, Paragraph 3. President Schwartz ~~announced~~ **introduced** Mike Maley of Kennedy/Jenks

Page 1, Paragraph 4, Line 7. ...in a historic Stage 4 ~~erises alert~~ **Water Shortage Emergency Condition**

Page 1, Paragraph 6, line 1.which was ~~negative~~ 13.3% below normal rainfall.

Page 2, Paragraph 1, Line 1. Members of the community ~~hoped to see~~ **requested** additional information

Page 2, Paragraph 2, Line 1. power point should be **Power Point**

MOTION Hauck/Stubbs: To approve the minutes of February 10, 2014, as amended.

ROLL CALL VOTE: AYES: Directors Kraynek, Stubbs, Waldman, Hauck and Schwartz

NOES: None

ABSENT: None

3. Communications

4. Public Comment

An audience member asked if a stage 4 were declared, how soon the well meter improvements would need to be made on the property. Monte Reed, property owner, expressed his concern about the Stage 4 requirements; that those in need have no water, and nothing would be gained but an additional burden and extra paperwork. He asked if the District wouldn't serve the community better by putting their efforts into grants to develop a water emergency storage tank with emergency access. Director Schwartz indicated these concerns would be addressed under the Groundwater management discussion.

5. Groundwater Management

a. Monthly Report

Steve Acker reported that the District had received a total of 10.7 inches of rainfall since the 2013-14 rain year began on October 1st. The average rain fall total at the end of February was 28.48 inches.

The Stage 3 Water Shortage was declared in the District on December 16, 2013 and remained in effect based on the December 31st 24.8 foot average depth to water of the 5 indicator wells.

According to the Water Shortage Contingency Plan, water shortage conditions were determined by rain year total rainfall starting on January 31, 2014. On January 31st, the Water Shortage Evaluation was determined by total rainfall. The January 31, 2014 total was 3.81 inches. That indicated a Stage 4 Water Shortage Condition. A Stage 4 required the same prohibitions as a Stage 3 plus a required 40% temporary reduction in allotments and all property owners were required to obtain a Groundwater Extraction Permit if they did not already have one.

Matt Perelstein had been contacted and engaged by the Superintendent to create an Access database for the water meter readings. The data base would include meter reading data lists, including who was in violation and overall usage. Directors Hauck and Stubbs would meet as an Ad Hoc Committee with Staff to review the design work and design process of the proposed meter reading data base, and they would also review the details of the plan for implementation of the Stage 4 Water Shortage Emergency Condition.

Two lists were compiled for properties with and without Groundwater Extraction Permits. The lists were being integrated into the Sage Billing Program mail merge function.

On February 10th, Mike Maley of Kennedy/Jenks reported on the current drought condition in Mendocino and how it impacted Mendocino's groundwater. There were approximately 30 people in attendance.. Staff gave a Power Point presentation on the Stage 4 requirements.

Director Schwartz commented that there were no immediate grant funds available from the State or County. The District's Water Shortage Contingency Ordinance was written so if a Stage 4 Emergency Water Condition occurred, that all properties would be metered and owners would be required to obtain a Groundwater Extraction Permit with an allotment, based on the Water Use Standards. It was noted that people can't conserve groundwater without a meter. In all fairness, a 40% reduction in water use must be applied fairly. The Stage 4 declaration would not provide more water, but limiting groundwater extraction by everyone might help the water stretch further.

Ten notices were mailed for #1 meter reading violations.

b. Resolution No. 2014-231

Resolution No. 2014-231, a Resolution of the MCCSD to Declare a Stage 4 Water Shortage Emergency Condition was read aloud. The Resolution declared that under the current water shortage conditions that a Stage 4 Water Shortage Emergency Condition exists within the area served by the District, and directed the Superintendent to implement a program of demand management as defined in the MCCSD Water Shortage Contingency Plan under Stage 4.

MOTION Waldman/Hauck: To introduce and adopt Resolution No. 2014-231 as stated declaring a Stage 4 Water Shortage Emergency Condition.

ROLL CALL VOTE: AYES: Directors Kraynek, Stubbs, Waldman, Hauck and Schwartz
NOES: None
ABSENT: None

c. Resolution No. 214-232

Resolution No. 2014-232, A Resolution of the MCCSD Declaring a Temporary Moratorium was read aloud. The Resolution proclaimed a temporary moratorium on the issuance of new groundwater extraction permits for new groundwater extraction within the District until such time as the current water shortage condition had abated and the moratorium had been rescinded by resolution of the Board of Directors.

MOTION Waldman/Hauck: To introduce and adopt Resolution No. 2014-232 Declaring a Temporary Moratorium

ROLL CALL VOTE: AYES: Directors Kraynek, Stubbs, Waldman, Hauck and Schwartz
NOES: None
ABSENT: None

6. New Business

a. Resolution No. 2014-233 - A Resolution of the MCCSD Accepting the Work Performed by Rege Construction, Inc.

In July of 2011, the MCCSD submitted a Notice of Exemption for a Categorical Exemption to install an emergency liner in the existing overflow pond at the Wastewater Treatment Plant to the Mendocino County Recorder. Since the project was final, the District was required to submit a Notice of Completion. Staff prepared a Resolution and Notice of Completion that the work was completed and accepted by the Board of Directors.

MOTION Hauck/Kraynek: To waive the reading of Resolution No. 2014-233.

ROLL CALL VOTE: AYES: Directors Kraynek, Stubbs, Waldman, Hauck and Schwartz
NOES: None
ABSENT: None

MOTION Hauck/Waldman: To introduce and adopt Resolution No. 2014-233, a Resolution of the MCCSD Accepting the Work Performed by Rege Construction, Inc.

ROLL CALL VOTE: AYES: Directors Kraynek, Stubbs, Waldman, Hauck and Schwartz
NOES: None
ABSENT: None

7. Old Business

8. Attorney's Report

9. District Superintendent's Report

a. Monthly Report

During the month of February, the treatment plant operated normally. Plant personnel performed routine plant maintenance.

The January self-monitoring online report was sent in to the Water Quality Control Board. There were no sanitary sewer overflow in January and the "no spill" certification for January was posted online.

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

On 1/24 the Inspection Report from Charles Bingman was received. The report found the dryer to be in "excellent shape" with a few items needing attention, and which were being addressed. The Alweiler Hot oil pump was the major item needing attention. Superintendent Acker requested Board authorization in the amount of \$5,300.00 to purchase a replacement pump and a seal kit to repair the old pump. The dryer was a key piece of equipment to dry the sludge.

MOTION Hauck/Waldman: To authorize the purchase of a plum and seal kit, not to exceed \$6,000.00.

ROLL CALL VOTE: AYES: Directors Kraynek, Stubbs, Waldman, Hauck and Schwartz
NOES: None
ABSENT: None

In January, 191,000 gallons of recycled water was transferred to the High School.

Mike Maley from Kennedy/Jenks gave a report at a town meeting on the current drought and Mendocino's groundwater.

Mike Maley from Kennedy/Jenks gave a report at a town meeting on the current drought and Mendocino's groundwater.

b. Update on Technical Assistance Grant Eligibility Requirements and Conceptual Design Study for the Ocean Outfall Repair/Replacement

Superintendent Acker asked Mike Kelley if he follow up with SHN on technical assistance grants available from California Development Block Grants or USDA to do a conceptual design study for the outfall line repair or replacement. Mike Kelley indicated that he would have a discussion with SHN regarding grant projects that they have done, and feasibility study alternatives. Information would be provided at the March meeting.

10. Committee Updates

a. Work Program for Capital Financing Review

The Committee thought there were certain unresolved issues regarding the Work Program for Capital Financing that required Board discussion and consideration. This issue would be addressed at the next meeting.

11. District Secretary's Report

a. Monthly Register of Cash Disbursements

MOTION Hauck/Stubbs: To approve expenditures, dated February 18, for checks #11655 - #11692, noting that two void checks; #11685 and #11689.

ROLL CALL VOTE: AYES: Directors Kraynek, Stubbs, Waldman, Hauck and Schwartz
NOES: None
ABSENT: None

b. Update on Delinquent Sewer Accounts and Certificate of Liens

The Board was updated on delinquent sewer accounts and Certificates of Liens.

12. Matters from Board Members

The Board of Supervisors was meeting on Tuesday to finalize the Mendocino Town Plan and Director Hauck said they were committed to revising the Town Plan to include the Palette Drive property as a Public Facility designation. Attorney Jackson planned to attend that meeting. Director Hauck would thank the Supervisor's on behalf of the MCCSD Board of Directors.

Director Schwartz announced that a basic Brown Act seminar was scheduled by the Park and Recreation District on March 4th, at 5:00 p.m. at the CV Starr Center in Fort Bragg.

The meeting adjourned at 9:50 p.m.

Jodi Mitchell, Secretary