

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 June 25, 2018

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 May 29, 2018

Correction: Page 4, Section 9 (c), paragraph 7. Clam should read clamp

Page 4, Section 9 (c) Paragraph 2. Delete last line *That item was procured by the District.*

Motion Hauck/Kerstein To approve the Minutes of May 29, 2018, as corrected.

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

NOES: None

ABSENT: None

3. Communications

4. Public Comment

5. Old Business

a. Adoption of Ordinance No. 2018-3 Establishing a Charge for Groundwater Management

At the last meeting, the Board of Directors introduced Ordinance No. 2018-3, Establishing a Charge for Groundwater Management. The 1 ESD single family residence baseline Charge for GWM shall be computed at \$10.63 per month.

MOTION Kerstein/Rice To waive the reading of Ordinance 2018-3.

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

NOES: None

ABSENT: None

MOTION Hauck/Rice To adopt Ordinance 2018-3 An Ordinance of MCCSD Establishing a Charge for Groundwater Management.

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

NOES: None

ABSENT: None

The Ordinance would be published one-time in the Mendocino Beacon.

6. Groundwater Management

a. Application for Groundwater Extraction Permit Application Approval Extension
10550 Howard Street, APN 119-150-36

An Application was submitted for a two-year extension of the Groundwater Extraction Permit Application Approval. A Hydrological Study proved adequate water for development of the parcel with a maximum allotment of 1,084 gpd. The approved allotment of 1,000 gal/day represented a water demand for five single family residences.

MOTION Rice/Kerstein To approve the Groundwater Extraction Permit Application Approval Extension for Assessor Parcel Number 119-150-36.

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

NOES: None

ABSENT: None

b. Groundwater Management Report

October 1, 2017 was the beginning of the 2017-2018 rain year. The cumulative average rainfall at the end of June was 39.35 inches. On June 21, 2018, the District had measured 31.85 of total precipitation, which was 79.2% of total annual rainfall.

A mild Stage 1 Water Shortage meant that rainfall was 75-82.5% of normal. At the end of June 2018, District rainfall was 20.8% below normal. The District declared a Stage 1 Water Shortage Condition on May 29, 2018. The May 31st drought evaluation indicated Mendocino was in a Stage 1 Water Shortage.

District property owners were requested to voluntarily reduce groundwater extraction by 10%. Water use restrictions would include voluntary water conservation and prohibition on hose washing driveways, sidewalks, and other paved surfaces. Water conservation information cards were available at the District office.

The Depth-To-Water (DTW) measurements in the District's 24 monitoring wells on June 15, 2018 was 14.5 ft. DTW had dropped below the 2016 and 2017 levels due to below normal rainfall in rain year 2017-2018.

7. New Business

a. Alpha Diving Industries – Quote for Outfall Inspection/Biotic Survey

Alpha Diving Industries provided a Quote for Outfall Inspection/Biotic Survey to provide diving services to complete the following tasks in accordance with the 2017 MCCSD Ocean Outfall biological Survey Work Plan; 1) perform biotic survey at diffuser and control station, 2) perform mechanical and structural inspection of total length of outfall from diffuser end to beach, 3) provide written reports validated by a degreed Marine Biologist and a Certified Marine Surveyor respectively, and 4) provide photographic and video evidence of the biota in the vicinity of the diffuser and the control station and the overall condition of the outfall to support written documentation. The estimated cost of the survey was \$19,000.00.

Director Hauck asked for clarification on page 4 of the Ocean Outfall Inspection and Biological Survey Work Plan, which said the final report shall include appropriate repairs and be submitted within 90 days of completing the inspection. Staff would review the RWQCB Inspection Requirements and clarify whether the repairs or the report was required within 90 days.

8. Attorney's Report

9. District Superintendent's Report

a. Monthly Report

Operators performed routine repair and maintenance at the wastewater treatment plant during June 2018. There were no MCCSD collection system sanitary sewer overflows during May 2018.

The District transferred 136,400 gallons of recycled water to the High School in May of 2018.

Jess Construction completed removing the window and vents in the old chlorine room in April 2018. The room would be used to house the new 600 to 800-amp electrical service ~~which was located in the blower room.~~ Following the replacement of the existing and obsolete ~~Zeneco~~ electrical service, the treatment plant would have a modern electrical system that was up to current standards and code.

The Mendocino County Archaeological Commission approved the District's Coastal Development Use Permit to install recycled water lines and telemetry between the treatment plant and the high school recycled water storage tanks. A condition of the approval was that an archaeologist and a Native American representative were required to observe all project excavation along Ukiah Street and Kasten Street. On June 21, 2018, the County Planning Commission approved the District's Coastal Development Use Permit application to install the recycled water main and the District's application for modification of its existing Use Permit.

The Safety Officer also conducted the monthly safety inspection of the plant and safety meeting on April 18, 2018. The safety meeting was on Bloodborne Pathogens – Know the Risk.

Director Hauck thanked Staff for providing an accounting of what had been spent for inspections and repairs to the Outfall. The accounting showed that the average annual cost for outfall inspections and repairs from 2006 to date was \$20,013.92. The estimated annual payment on a \$5 million outfall replacement was \$217,768, and \$152,438, with a proposed 30% grant. Board consensus was to continue with current practices of outfall inspection and repairs, and Director Hauck asked that this item be included in the annual budget discussions.

10. Committee Updates

7/30/18

11. District Secretary's Report

a. Monthly Register of Cash Disbursements

The Board of Directors reviewed the monthly register of cash disbursements.

MOTION Hauck/Rice To approve disbursements in the amount of \$50,518.56 for checks #13893-13925, and CalPERS, State and Federal Taxes.

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

b. Update on Delinquent Accounts and Certificates of Lien

The Board reviewed the update on delinquent accounts and certificate of liens.

12. Matters from Board Members

After seeing an old handout from a children's wastewater treatment plant tour, Director Hauck thought it would be a good idea to notify the K8 principal of the opportunity for educational field trips to the Wastewater Treatment Plant.

The meeting adjourned at 7:37 p.m.

Respectfully submitted,


Jodi Mitchell
District Secretary