

MENDOCINO CITY COMMUNITY SERVICES DISTRICT

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Minutes of August 29, 2016

The 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, Stubbs, Hauck, Kraynek, and Schwartz. Also present were District Superintendent Mike Kelley and Secretary Jodi Mitchell.

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

2. Minutes – July 25, 2016

Corrections: Page 3, Section 11 b, add to last sentence:**leaving an operating net income of \$90,156.00.**

Page 4, delete second sentence: **which represented cash reserves spent for the blower/generator installation**

MOTION Hauck/Kerstein: To approve the minutes of July 25, 2016, as amended.

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

NOES: None

ABSENT: None

ABSTAIN: Director Stubbs

3. Communications

4. Public Comment

5. Groundwater Management

Normal rainfall for August was .08 inches. By July 14, 2016, .17 inches of rainfall was measured by MCCSD. Total rainfall for the 2015-2016 rain year was now 43.97 inches. Total rainfall was 110.4% of normal annual rainfall for Mendocino.

The Depth-To-Water (DPW) measurements in the District's 24 monitoring wells was measured on August 6, 2016. Average DTW was 16.50 feet, since the January 25, 2016 declaration of a No Water Shortage Condition in the District.

Superintendent Kelley provided the Board with new available data; a comparison of daily groundwater extraction reported to MCCSD this year, and Wastewater Plant Flows. High flows to the plant in January through May were caused by inflow and infiltration in the collection system. Flow to the plant was lower than the June extraction, and was probably due to outside water use. The July meter reading total was less than plant flow. 20 property owners that did not report their water use for July was probably the most likely reason for plant flow being higher than reported extraction. Based on the limited data the District had so far, plant flow during the dry summer months was about equivalent to extraction.

6. Old Business

7. New Business

a. 2016 Conflict of Interest Code-Biennial Review

Government Code Section 87306.5 required local agencies to submit to their reviewing body a biennial report identifying changes in its code, or a statement that their code was not in need of amendment. The report must be submitted to the Mendocino County Clerk Recorder no later than October 3, 2016.

The Board of Directors were provided with a copy of Ordinance 91-2, the District's Conflict of Interest Code for the MCCSD, which was adopted in 1991. Director Hauck thought the 10-page legal sized document should be re-written, so it was understandable, with references to the pertinent code sections. He would not support the document in the manner in which it was written. The Board wanted to avoid spending legal fees on a revision that may not be necessary. District Superintendent suggested that the matter be carried over to the next meeting, and he would communicate with Attorney Jackson about the Ordinance revision.

8. Attorney's Report

9. District Superintendent's Report

The Treatment Plant operated normally during the month of August 2016. Operators performed routine repair and maintenance at the plant.

There were no MCCSD sanitary sewer overflows in July 2016.

209,858 gallons of recycled water was transferred to the High School in July 2016.

The 2016 Second Quarter Self-Monitoring Report was submitted in July.

There were no discharge violations reported in the second quarter.

On July 27, 2016, Farwest Corrosion performed a cathodic protection survey. The technician inspected the rectifier and the voltage and amp log book in the blower room. He stated that the system may not be working, based on the readings, and the system anodes may be exhausted. They were installed in 1978 in a 180 ft. well to replace the original anodes that were installed on the beach when the plant was built. The technician stated that anodes last about 20 years, generally. It appeared that the only cathodic protection was for the outfall. Once they send the report, the District could plan to get the system running again. A revised system could be used to protect all plant pipes.

The Safety Officer conducted the monthly safety inspection of the plant.

District Superintendent talked to Fort Bragg Electric about moving the electrical panel from the floor to the wall in the Heeser Drive Lift Station, and to install a propane tank outside, in preparation of the generator installation. The project would probably require MHRB approval.

Mike noted that an SHN representative will be visiting the plant, to assess the recycled water components.

10. Committee Updates

11. District Secretary's Report

a. Monthly Register of Cash Disbursement

MOTION Hauck/Kraynek: To approve the Cash Disbursements for checks #12976-#13027, noting checks #13021, #13022, #13033, and #13034 were void.

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

b. Update on Delinquent Sewer Accounts and Certificate of Liens

The Board reviewed the update on delinquent accounts and Certificate of Liens. Attorney Jackson was corresponding with the property owners of 44868 Cypress Court in the Hills Ranch Subdivision regarding non-payment of fees and charges. A Certificate of Lien was recorded on June 6, 2016, against the real property, but disconnection of the residence from the public sewer system was difficult because the sewer lines within the subdivision were located on private property and there were no easements to the shared lateral.

12. Matters from Board Members

President Schwartz asked that if Board members know in advance that they cannot attend a meeting to please inform the Secretary.

The meeting adjourned at 7:50 p.m.

Respectfully submitted,



Jodi Mitchell
District Secretary