

MENDOCINO CITY COMMUNITY SERVICES DISTRICT
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Minutes of December 27, 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 –Director Stubbs requested there be an update on the status of recycled water alternative 3, as discussed at the last meeting. The update would be discussed under Old Business.

2. Minutes – November 28, 2016

Correction: Page two, Paragraph 4, line 2: delete; **and noted, that in reality, there was no guarantee there was sufficient recycled water to provide beyond the public users.**

Page Two, paragraph 7, Line 3. Director Stubbs prepared a ~~Financial Analysis comparison~~ of the outfall costs ~~for continued repairs and new outfall line~~ and ~~determined~~ **suggested** that the outfall hadn't reached the level of replacement.

MOTION Hauck/Stubbs: To approve the Minutes of November 28, 2016 as amended.

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

NOES: None

ABTAIN: Director Kraynek

3. Communications

11/30/17 ✓
Correspondence was received from Rod and Kathleen Cameron concerning PGE's proposal to replace the existing street lights with LED bulbs. The Cameron's supported the District's request that PG&E meet the dark sky requirements set by the International Dark Skies Association. Staff would investigate whether the light at Williams and Calpella Streets was shielded, and staff would respond to the Cameron's concerns.

4. Public Comment

5. Election of Officers and Committee Appointments

A motion was made and seconded to elect Roger Schwartz President, and Sam Kraynek, Vice-President.

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

NOES: None

ABSENT: None

The committees were not changed.

6. Groundwater Management

a. Monthly Groundwater Management Report

The 2016-2017 rain year started on October 1, 2016. By December 27th, Mendocino had received 22.09 inches of rain, which was 54.8% of the 40.33 inches of total annual rainfall for Mendocino. December rainfall was 6.71 inches, which was about 92% of normal rainfall for December.

The Depth-To-Water (DTW) measurements in the District's 24 monitoring wells was measured on December 20, 2016. Average DTW chart for December was 11.44 ft.

By January 2, 2015, the District received 22.26 inches of rainfall. Recharge to the aquifer was about the same as this year.

The total rainfall by December 31, 2013 was 2.41 inches. As a result, there was no recharge to the aquifer and the DTW was 20.93 ft. The District was in a Stage 3 Water Shortage in December 2013. On January 14, 2014, only 3.81 inches

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of rain was recorded in Mendocino, which required declaration of a Stage 4 Water Shortage at the February 24, 2014 meeting.

Since January 25, 2016, the District had been in a No Water Shortage Condition.

7. Old Business

Director Stubbs asked if SHN had provided any further analysis of Option 3, regarding the reduction in the size of chlorine contact and storage tank, as discussed at the last meeting, and the cost estimate for the Evergreen Street Sewer Line replacement. Superintendent Kelley responded that the Evergreen Street sewer line was considered separate from this contract and the cost would be included in the budget and expensed, instead of including the line replacement into a 40-year loan. Director Stubbs noted an important benefit overlooked in Option 3 was fire protection, and he suggested the reduction of the tank sizes and other adjustments could offset some of the expense to install recycled lines from the Treatment Plant up Ukiah Street to Kasten and stub out at Ukiah/Kasten for fire protection and future water recycling.

The Board agreed to ask SHN to cost out a new alternative 4 for future expansion of the system; recycled water lines up Ukiah Street to Kasten up to the High School, and stub out at Ukiah and Kasten Streets.

It was noted that the chlorine station at the treatment plant was mandated by the State regulators to continue to provide recycled water to the High School. The majority of items in Option 3 were related to the necessary Treatment Plant Upgrades for equipment that had reached its useful life.

8. New Business

a. SHN Contract Amendment for Additional Work to Analyze Various Operations to Extend Recycled Water System

SHN Consulting Engineers & Geologists, Inc. provided extensive analysis of the potential to distribute recycled water from the MCCSD to areas within the District. The analysis was divided into three potential alternative projects to serve the community with recycled wastewater for irrigation as well as domestic uses. Each alternative included a construction cost analysis. At the November meeting, the board reviewed options and approved for SHN to proceed with the USDA, Rural Development Preliminary Engineering Report and funding application for alternative 3. SHN respectfully requested an amendment to the budget for the preparation of the Preliminary Engineering Report for improvements to the MCCSD Wastewater Treatment Plant in the amount of \$17,000.00.

MOTION Hauck/Stubbs To approve SHN's request for \$17,000 for the work they had done, with the request that they include an estimate for cost to include additional lines from the plant on Ukiah Street to Kasten Street with stub outs at Kasten and Ukiah Streets.

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

NOES: None

ABSENT: None

9. Attorney's Report

10. District Superintendent's Report

The treatment plant operated normally during December 2016. Operators performed routine repair and maintenance at the plant.

From December 5th to December 12th, the District received 5.22 inches of rainfall. Daily flows reached 0.251 MGD or 251,000 gallons per day. Peak flow on December 16th was 0.573 MGD. Staff drained the equalization pond to provide storage in case the outfall could not handle plant effluent flow during the storm. This prevented a backup of effluent into the chlorine contact tank during high peak flows.

There were no MCCSD sanitary sewer overflows in November 2016.

Operator Allen was out on Medical Leave. He planned to return to work in a few weeks.

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

11. Committee Updates

12. District Secretary's Report

Director Schwartz reported that \$8,983.38 was received from the McCroskey Estate for payoff of Right of Use Fees per a loan agreement with the District.

a. Monthly Register of Cash Disbursement

MOTION Hauck/Stubbs To approve disbursements for checks 13160 – 13193, with check 12849 and 13165 void.

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

NOES: None

ABSENT: None

b. Update on Delinquent Sewer Accounts and Certificate of Liens

The Board of Directors reviewed the update on Delinquent Accounts and Certificate of Liens.

The meeting adjourned at 8:25 p.m.

Respectfully submitted,



Jodi Mitchell

District Secretary