

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 27, 2017

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

1. Agenda

2. Approval of Minutes

Minutes of January 12, 2017 Special Meeting

Correction: Section 2 (a), Paragraph 1, Line 6. ...items that had reached their ~~end~~ end of their useful life

Section 2 (a) Paragraph 2, Line 8. With ~~stub-outs~~ provision for fire protection.

MOTION Hauck/Stubbs: To approve the minutes of January 12, 2017 as corrected.

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

NOES: None

ABSENT: None

ABSTAIN: Directors Kerstein and Kraynek

Minutes of January 30, 2017

MOTION Hauck/Kraynek To approve the Minutes of January 30, 2017 as submitted.

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

NOES: None

ABSENT: None

3. Communications

Ed O'Brien provided correspondence to the Board of Directors, which reiterated his comments made at the last meeting regarding his opposition to existing commercial shops converting to short term visitor accommodation units without proof of adequate water with a Hydrological Study.

Superintendent Kelley thought the issue was premature to send to the Attorney prior to Board discussion of items such as the Water Use Standards, a possible rate increase, and due process violations. The Water Management Committee scheduled a meeting with Superintendent Kelley on April 10<sup>th</sup>.

4. Public Comment

Chris Caulder with the Mendocino Beacon asked if the delay of the Town Plan had any effect on the District's management of groundwater. The Board responded that the District had Statutory Authority written into the State Water Code for MCCSD's Groundwater Management, which is an element in the Town Plan.

Mary Rose was introduced as the Beacon reporter, and she would begin coverage of the meetings beginning in March.

5. New Business

a. AERZEN – Preventative Maintenance Inspection Quotation

AERZEN provided a Preventative Maintenance Inspection Quotation for annual preventative maintenance on the Generator. The total 3-year contact price was \$9,364.80. The Board expressed concern with the proposed terms and conditions; specifically, their disclaimer from any liability and no warranties in conjunction with the Services provided.

Director Hauck suggested that Staff locate the factory manufacturers documentation for preventative maintenance. Superintendent Kelley explained that personnel cannot access the Generator and they did not have the expertise to work on the equipment.

Director Hauck suggested and the Board agreed to table the issue and re-visit at the next meeting. Mike Kelley will review manufacturers maintenance documentation and contact AERZEN and clarify the payment schedule, and warranty/liability concerns.

6. Old Business

7. Groundwater Management

a. Monthly Groundwater Management Report

Since October 1, 2016, Mendocino had received 46.03 inches of rain. That was 114% of the 40.33 inches of total annual rainfall for Mendocino.

The January 31, 2017 Water Shortage Evaluation indicated a No Water Shortage Condition. Rainfall was greater than 19 inches of total rainfall since October 1, 2016. The District recorded 34.17 inches of rain on January 31, 2017.

District rainfall was 46.03 inches on February 21, 2017, and 114.1% of normal, so MCCSD would remain in a No Water Shortage Condition for the March and May evaluations. Since this year's annual rainfall total exceeded 35 inches, the District would continue the No Water Shortage Condition at least until January 31, 2018.

Two weeks before the January 31, 2014 water shortage evaluation that resulted in declaration of the Stage 4 Water Shortage, average Depth-to-Water (DTW) was 21.20 ft. The 2014 near record low DTW was due to only 3.81 inches of precipitation for that rain year and a thirteen-month average rainfall of about 1 inch per month from January 31, 2013 to January 31, 2014.

The DTW measurements in the District's 24 monitoring wells was measured on February 21, 2017. Due to above average rainfall since October 1, 2016, recharge to the aquifer raised the average DTW to 7.22 ft.

The District was currently in a No Water Shortage Condition.

8. District Superintendent's Report

Operators performed routine repair and maintenance at the Treatment Plant in February. The automatic water filter on the dryer failed on February 7<sup>th</sup>. A new filter was ordered and a temporary bypass was set up around the filter so staff could continue to dry sludge.

Staff drained the equalization pond to provide storage in case the outfall could not handle plant high effluent flow during February storms. This would prevent a backup of effluent into the chlorine contact tank during high peak flows. Heavy rains during February finally backed up effluent into the empty equalization pond.

Operators had problems with settling in the clarifier. To correct the problem, staff chlorinated the return activated sludge (RAS) line that discharged in to the aeration basin. Chlorinating the RAS killed filamentous bacteria that slowed settling in the clarifier.

The streetlight pole at Heeser and Ukiah Streets was replaced by PG&E in February.

There were no MCCSD sanitary sewer overflows in January 2016.

Superintendent Kelley asked if the Board would like Staff to replace the old flooring in the lab at a cost of around \$5 – 6,000. The other option was to buy a floor buffer to recondition the old flooring. The second option was chosen.

The wiring for the new emergency generator had been completed. MCCSD was now waiting for PG&E to switch the service to the new electrical panel. Once that was done, staff would move the old plant generator to the lift station.

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

9. District Secretary's Report

a. Monthly Register of Cash Disbursement

The Board reviewed the cash disbursements.

MOTION Hauck/Kraynek To approve checks #13247-13280, on line CalPERS, State and Federal Tax Deposits in the amount of \$59,896.62, and noting checks 13242 and 13279 were void.

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

The secretary provided Annual Form 700-Statement of Economic Interests to the Board for their execution prior to April 3, 2017.

b. Update on Delinquent Accounts and Certificate of Liens

The Board reviewed the update on delinquent accounts and Certificate of Liens.

10. Matters from Board Members

Director Hauck inquired if the corrections had been made to the Audit that were discussed with the Auditor at their January 30<sup>th</sup> meeting; specifically, general funds balance forward from 2015. Staff would contact Sue Goranson to inquire about the necessary corrections to the Final Audit.

The meeting adjourned at 8:20 p.m.

Respectfully submitted,

  
Jodi Mitchell  
District Secretary