

CAYUCOS SANITARY DISTRICT
200 Ash Avenue
PO Box 333, Cayucos, CA 93430-0333
805-995-3290

GOVERNING BOARD
R. B. Enns, President
R. H. McHale, Vice-President
H. Fones, Director
S. Lyon, Director
M. Foster, Director

REGULAR MEETING
MINUTES
JULY 15, 2009

1. ESTABLISH QUORUM AND CALL TO ORDER

President Enns called the meeting to order at 6:04 p.m., Wednesday, July 15, 2009.

Board members present: President Robert Enns, Vice-President Bud McHale, and Directors Hal Fones, Shirley Lyon and Michael Foster
Staff present: District Manager Bill Callahan, Administrative Services Officer (ASO) Lewis Brookins and Administrative Services Technician Nancy Martin
Visitors present: Dorothy Fones

2. PUBLIC COMMENTS

Dorothy Fones, representing the Cayucos Lioness Club, thanked the District for its past support of the Mutt Mitt Program and asked the Board to consider making a donation again this year.

Note: The Sanitary District annual budget includes funding for that purpose.

3. PUBLIC HEARING FOR DELINQUENT SEWER CHARGES

A. OPEN PUBLIC HEARING

President Enns opened the Public Hearing. There were no comments received.

B. CLOSE PUBLIC HEARING

President Enns closed the Public Hearing.

C. CONSIDERATION TO ADOPT RESOLUTION NO. 2009-2 CONFIRMING REPORT OF DISTRICT CLERK RELATIVE TO UNPAID SEWER CHARGES AND LEVYING ASSESSMENTS FOR COLLECTION ON THE TAX ROLL

MOTION: First by Fones with second by Lyon to adopt Resolution No. 2009-2 confirming report of District Clerk relative to unpaid sewer charges and levying assessments for collection on the Tax Roll.

ROLL CALL VOTE: Enns (yes), McHale (yes), Fones (yes), Lyon (yes), Foster (yes)

4. PUBLIC HEARING FOR DELINQUENT SOLID WASTE DISPOSAL CHARGES

A. OPEN PUBLIC HEARING

President Enns opened the Public Hearing. There were no comments received.

B. CLOSE PUBLIC HEARING

President Enns closed the Public Hearing.

C. CONSIDERATION TO ADOPT RESOLUTION NO. 2009-3 CONFIRMING REPORT OF DISTRICT CLERK RELATIVE TO UNPAID SOLID WASTE DISPOSAL CHARGES AND LEVYING ASSESSMENTS FOR COLLECTION ON THE TAX ROLL

MOTION: First by McHale with second by Fones to adopt Resolution 2009-3 confirming report of District Clerk relative to unpaid solid waste disposal charges and levying assessments for collection on the Tax Roll.

ROLL CALL VOTE: Enns (yes), McHale (yes), Fones (yes), Lyon (yes), Foster (yes)

5. CONSIDERATION TO INCLUDE O&M SHOP PROJECT IN 2009-2010 FISCAL YEAR CAPITAL BUDGET

Vice-President McHale and Director Foster, both with a standing conflict of interest, stepped down.

Manager Callahan's written report was received, asking the Board to include the O&M Shop Project in the 2009-2010 Capital Budget, to first bring it through the permitting phase (\$24,000 estimated costs) and in February for the Board to consider authorizing the construction phase (\$686,000 estimated costs). President Enns recounted the June 8 Budget Committee meeting (Enns, Foster committee members). With the Wastewater Treatment Plant upgrade to consider and current economic uncertainty, Foster had recommended securing the building permit for the shop but deferring construction at this time. The project was pulled when the Capital Budget was considered at the June 17 Regular Meeting as there was not a quorum.

MOTION: First by Lyon with second by Fones to include funding for permit related costs for the O&M Shop Project in the fiscal year 2009-2010 Capital Budget. VOTE: 3-0

McHale and Foster were reseated.

6. STAFF COMMUNICATIONS AND INFORMATION ITEMS (NO ACTION REQUIRED):

A. District Manager's Report – June 2009

Manager Callahan's written report was received and President Enns asked for questions. Board members asked for clarification of District policy pertaining to equivalent dwelling unit (EDU) calculations for motels and businesses and directed staff gather information for that purpose. Callahan reported that a special WWTP (JPA) meeting has been scheduled for 5:00 p.m. August 11, to review and discuss the Draft WWTP Flood Analysis. He recommended holding a District meeting prior to that meeting.

B. Administrative Service Officer's Report – June 2009

ASO Brookins' written report was received. President Enns commended him on his report.

C. Operations and Maintenance Report – June 2009

Maintenance Technician Dave Zevely's written report was received. President Enns asked for an update on the ongoing flow study. Manager Callahan reported that Zevely has been spending significant time processing data. The next step in this process is to analyze all the data. A presentation should be coming in the near future.

D. Financial Reports

ASO Brookins asked for a Finance Committee meeting in early August with Financial Advisor Karen Shanley.

7. CONSENT CALENDAR

- A. Minutes of Budget/CIP Committee Meeting of June 8, 2009
- B. Minutes of Regular Board Meeting of June 17, 2009
- C. Minutes of Special Board Meeting of June 24, 2009
- D. Approval to Execute Audit Services Agreement with Moss, Levy, & Hartzheim, LLP for FY 08-09 Financial Audit, Based on 3-Yr. Services Agreement in Effect
- E. Approval to pay outstanding bills as of July 15, 2009

MOTION: First by McHale with second by Lyon to approve Consent Calendar in its entirety.
VOTE: 5-0

8. BOARD MEMBER COMMENTS

The Board welcomed Administrative Services Technician Margaret Nesby who was recently hired for a permanent position with the District, and commended ASO Brookins on his thorough reporting practices.

9. MEETINGS, CONFERENCES, AND SEMINARS

- A. Morro Bay-Cayucos Wastewater Treatment Plant (JPA) Meeting, Date: September 10, Hosted by Morro Bay, Location: TBD, Time: 6:00 p.m.
- B. Special Morro Bay-Cayucos Wastewater Treatment Plant (JPA) Meeting, Date: August 11, Location: TBD, Time: 5:00 p.m.

10. SCHEDULE AGENDA ITEMS FOR THE AUGUST 19, 2009 MEETING

11. ADJOURNMENT

The meeting adjourned at 8:00 p.m.

Minutes recorded by: _____
Nancy Martin