

HOMESTEAD VALLEY SANITARY DISTRICT
Minutes of the Regular Board Meeting of December 16, 2014
at the Homestead Valley Community Center,
315 Montford Avenue, Mill Valley

1. Call to Order: Secretary Burnett Tregoning called the meeting to order at 7:30 p.m. Other Board members present were Directors Al Leibof, Scott Noble and Jim Cronin. Also present: District Manager Bonner Beuhler. Absent: President Einar Asbo.

2. Visitors to the Meeting and Open Time for Public Expression: There were no public visitors to today's meeting.

3. Minutes of the Meeting of November 25, 2014: It was M/S Noble/Leibof, that the minutes be approved with the following correction: Under Unfinished Business, Paragraph a) the third sentence should read "Both 726 and 700 Sequoia Valley Road are connected to the district's sewer but have not annexed to the district, which they must do." Motion adopted 4-0.

4. Financial Report and List of Payments to be Approved: It was M/S Noble/Leibof that the warrant list for December be approved. Motion adopted 4-0.

5. Manager's Report:

a) Managers Meeting: Bonner reported that the managers again discussed flow monitoring, noting that meters are collecting data.

b) CIWQS SSO Reporting: Bonner reported two new spills—December 1 across from 423 Pixie Trail and one on December 4 across from 405 Montford Ave. The first was approximately 150 gallons with second at approximately 50 gallons. The spills were televised because broken pipe was found when clearing the stoppage. Cause of the broken pipe could not be determined.

c) Sewer Extension Agreements for Sequoia Valley Road and Panoramic Highway Properties and LAFCO Annexation to the District: Bonner finally made contact with 700 Sequoia Valley Road regarding annexation to the district. The homeowner expressed reluctance to paying LAFCO fees. He was unable to contact the owner of 726 Sequoia Valley Road. He will continue to investigate. Bonner said he also sent a letter to 698 Sequoia Valley Road, which is currently on septic, to see if they would be interested in annexing at this time to save money. Bonner has submitted the annexation materials to LAFCO.

6. Reports of Outside Meetings:

a) SASM—No report.

7. Unfinished Business:

a) Sewer Extension Agreements for Sequoia Valley Road and Panoramic Highway properties: See Item 5, Paragraph c) above.

b) Application to LAFCO for Change of Organization Proceedings—Sequoia Valley Road Annexation: See Item 5, Paragraph c) above.

c) Potential Rate Increase for Sewer Service Charges: To meet future obligations including increased expense due to the SASM plant upgrade, the need to maintain sufficient reserves and to be able to continue forward with a meaningful capital improvement to the system, the Board contemplates that an increase of rates of up to \$500, spread over three years, will be necessary.

8. New Business:

a) Election of Officers: The Board unanimously elected Jim Cronin, President, and Burnett Tregoning, Secretary, both to serve in 2015.

b) Request for Standby Pay/Callout Pay During Manager Vacations: To ensure that professional help is available when Bonner is on vacation away from Mill Valley, it was M/S Leibof/Cronin, and approved 4-0, that HVSD establish the following:

- Vacation Relief/Callout Service—Up to 4 weeks (28 days) per year;
- Standby Pay to Provider: \$150 per day (split equally between Almonte SD and Homestead Valley SD);
- Callout Pay: \$75 per hour/3 hour minimum (when called in from home or after hours) paid by the respective district needing service; and
- The program to become effective January 1, 2015.

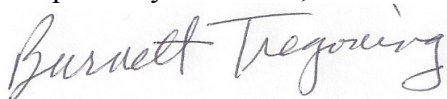
Bonner noted that Johnny Tucker, the Richardson Bay manager, is expected to sub for him when he is on vacation.

c) Draft Fiscal Year 2013/14 Audit: Bonner provided Board members with a copy of the first draft of the District's June 30, 2014 audited financial statements. Several typographical errors and inconsistencies were noted. It was M/S Noble/Leibof that the audit be accepted with possible edits as noted. Motion approved 4-0

9. Director's Open Time: Bonner will be on vacation from January 15 to January 24.

10. Adjournment: Secretary Tregoning adjourned the meeting at 8:37 p.m. Unanimously approved.

Respectfully submitted,



Burnett Tregoning, Secretary

THE NEXT REGULAR MEETING WILL BE HELD
IN THE DOWNSTAIRS MEETING ROOM
OF THE HOMESTEAD VALLEY COMMUNITY CENTER,
315 MONTFORD AVENUE, MILL VALLEY
7:30 P.M., TUESDAY, JANUARY 27, 2015