

# WALLACE COMMUNITY SERVICES DISTRICT

P.O. Box 398, Wallace, CA 95254 209 763-2882

SPECIAL MEETING, Board of Directors

## Minutes

Tuesday, August 28, 2007

Mark Fusselman's Barn, 9500 Wallace Lake Drive, Wallace Ca 95254

### CALL TO ORDER AND ROLL CALL

President Charles Cantoni called the meeting to order at 7:01 PM. Present were Directors Rick Guantone, William Pugh, Mark Fusselman and Floran Schneider. General Manager David Edwards was present and took the minutes.

#### **1. PERMITS AND REQUIREMENTS, WATER SYSTEM CHLORINE GAS**

State law mandates certain permits and requirements for storing chlorine gas on-site. Director Cantoni presented a report on discussions held by he and David Edwards with the County Environmental Management Agency regarding the storage and use of Chlorine gas at the water treatment plant. The quantities in use are over the State threshold for regulation and require the District to file a registration with the County and complete a Risk Management Plan. Alternatives, such as storing less gas on site to fall beneath the threshold requiring regulation were also discussed. GM David Edwards spoke in favor of continued use of chlorine gas, as a more reliable, cost effective means of chlorinating the water. After lengthy discussion the board approved Resolution 2007-12, A Resolution Authorizing Storage Levels for Chlorine Gas at the WCSD Water Treatment Plant (see Exhibit A).

Motion to approve Resolution 2007-12

*Moved:* Guantone

*Seconded:* Pugh

*Passed:* 5-0-0-0

Based on the need to file registration to support the resolution, the Board approved payment of filing fees in the amount of \$198.00

Motion to approve payment of fees of \$198.00

*Moved:* Cantoni

*Seconded:* Pugh

*Passed:* 5-0-0-0

The Board then reviewed a second proposed resolution that requires the General Manager to pursue the design approval and implementation of a replacement system should compliance with the County requirements prove impractical (see Exhibit B).

Motion to approve Resolution 2007-13

*Moved:* Pugh

*Seconded:* Schneider

*Passed:* 5-0-0-0

### *CLOSED SESSION*

#### **2. CLOSED SESSION, EMPLOYMENT TERMS, GENERAL MANAGER**

Following questions from public members as to content, a closed session, of the Board was then held, per Section 54957 (b)(1) of the Brown Act, regarding clarification of terms of employment (specifically in regards to the change from part-time Facilities/Operations Manager to full-time General Manager) for the WCSD General Manager.

*OPEN SESSION*

**3. REPORT ON RESULTS OF CLOSED SESSION**

At the conclusion of the closed session, Director Cantoni announced that the Board had reviewed the process of how Mr. Edwards' employment was changed from part time to a full time, exempt position. No action was taken.

**4. UPDATE AND ADDITION OF DISTRICT POLICIES**

The following draft District Policy was presented for discussion and possible adoption. The policy would authorize payment of medical insurance benefits to employees.

Policy #	Description	New	Modify
2110	Health and Welfare Benefits	X	

After lengthy discussion of details of the policy, the board decided to continue this item to the next regular meeting and asked Mr. Cantoni to prepare a revised draft policy based on this discussion.

**5. MEDICAL INSURANCE CAFETERIA PLAN**

The discussion and possible action on setting up a Section 125 Premium Only Plan and Health FSA (cafeteria) Plan for employees was continued pending resolution of Policy 2110 discussed above.

**6. AMENDED BUDGET FOR FY 2008**

The discussion and possible action to amend the FY 2008 Budget to reflect changes in Assessment Revenues, Expenses and Maintenance and Repair Reserves was also continued to the next Regular Meeting.

**7. AJOURNMENT TO NEXT MEETING ON THURSDAY, SEPTEMBER 13, 2007.**

A motion to adjourn the meeting was made at 9:28 PM.

*Moved:* Pugh

*Seconded:* Schneider

*Passed:* 5-0-0-0

**DRAFT MINUTES**

Respectfully Submitted:

s / David Edwards

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David Edwards, Secretary

s / Charles Cantoni

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Charles Cantoni, President

## EXHIBIT A

# WALLACE COMMUNITY SERVICES DISTRICT

## RESOLUTION 2007-12

### A RESOLUTION AUTHORIZING STORAGE LEVELS FOR CHLORINE GAS AT THE WCSD WATER TREATMENT PLANT

**WHEREAS:** The Wallace Community Services District (WCS D) utilizes chlorine gas in the treatment of domestic water to reduce iron and manganese concentrations and to chlorinate the water; and

**WHEREAS:** Chlorine gas is a hazardous material under the US EPA and Cal ARP (Accidental Release Prevention) guidelines; and

**WHEREAS:** Chlorine gas, stored in amounts exceeding 100 pounds are regulated by the Cal ARP; and

**WHEREAS:** Chlorine gas, as a hazardous material must be handled, stored and used with care in order to prevent unauthorized escape; and

**WHEREAS:** The safety of residents in the area of the water treatment plant is of paramount importance to the District;

**NOW THEREFORE,** the WCS D Board of Directors hereby establishes the following guidelines for the District with regard to the ordering, storage and use of Chlorine gas.

1. **Purchase of Chlorine Gas.** The District shall restrict purchases of Chlorine to gas cylinders containing less than 150 pounds of Chlorine. This restriction shall be placed on the supplier, and each delivery shall be weighed for verification. Delivery of any cylinder containing more than 150 pounds of gas shall be rejected, and storage of such at the site shall not be allowed.
2. **Delivery of Chlorine Gas.** Chlorine gas shall be delivered only by qualified suppliers employing properly trained personnel.
3. **Storage of Chlorine Gas.** The gas shall be delivered in a properly qualified and tested cylinder and such delivery shall be made only to that location designated by the District General Manager or his delegated alternate. Care will be taken to ensure that only a maximum of two cylinders shall be stored at any given independent location, independent location being defined as a location wherein an accidental release of gas from that location will not effect gas stored at another location. Criteria for such storage are delineated in Cal ARP Regulations.
4. **Use in water treatment processes.** The Chlorine gas shall be used only in the water treatment process to help remove and iron and manganese and to chlorinate the water prior to entry into storage tanks.
5. **Development of a Risk Management Plan (RMP).** To ensure safe handling and use of the chlorine gas, the District and its General manager and Board of Directors shall develop a Risk Management Plan. This plan will include the following elements.
  - Identification of regulated substances held onsite at the stationary source,
  - A study of offsite consequences of an accidental release of the gas,

- A statement of the accident history of the site (there have been no accidents in 15 years),
- An Emergency Response Plan for the stationary source,
- Coordination with local emergency responders,
- A hazard review,
- Documented Operating Procedures at the stationary source,
- Training of the personnel,
- Description of the maintenance and mechanical integrity of the physical plant, and
- An incident investigation plan.

As requested by the County Environmental Agency, a Risk Management Plan will be submitted to the County prior to August 31, 2008, along with fees of \$577, which are hereby authorized for payment.

**INTRODUCED AND ADOPTED** on this 28<sup>th</sup> day of August 2007, by the following vote:

AYES, in favor hereof:	5
NOES:	0
ABSENT:	0
ABSTAIN:	0

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Charles Cantoni  
President, Board of Directors

ATTEST:

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David Edwards  
Secretary

**EXHIBIT B**

**WALLACE COMMUNITY SERVICES DISTRICT**

**RESOLUTION 2007-13**

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO CONVERT THE CHLORINE GAS SYSTEM TO A REPLACEMENT SYSTEM FOR USE AT THE WCSD WATER TREATMENT PLANT SHOULD COMPLETION OF THE CHLORINE GAS REGULATORY PROCESS PROVE IMPRACTICAL.

**WHEREAS:** The Wallace Community Services District (WCSd) utilizes chlorine gas in the treatment of domestic water to reduce iron and manganese concentrations and to chlorinate the water; and

**WHEREAS:** Chlorine gas is a hazardous material under the US EPA and Cal ARP guidelines; and

**WHEREAS:** Chlorine gas, stored in amounts exceeding 100 pounds are regulated by the Cal ARP; and

**WHEREAS:** Chlorine gas, as a hazardous material must be handled, stored and used with care in order to prevent unauthorized escape; and

**WHEREAS:** The safety of residents in the area of the water treatment plant is of paramount importance to the District;

**WHEREAS:** Completion of the requirements of the County regarding the handling of hazardous materials may prove impractical;

**NOW THEREFORE,** the Board of Directors of the Wallace Community Services District hereby authorizes the WCSd General Manager to proceed as follows, should compliance with County regulations regarding the storage of chlorine gas prove impractical, as determined by the process of developing the required Risk Management Plan and other regulatory requirements.

- a. **Notification to the Board of Directors.** Should the chlorine gas program prove impractical, the General Manager shall notify the Board of Directors in writing, stating that he/she is proceeding with the Replacement Plan.
- b. **Design of Replacement System.** The General manager shall proceed to have the replacement system designed.
- c. **District Engineer Approval.** The design is subject to the approval of the District Engineer.
- d. **Department of Public Health approval.** The design is subject to the approval of the Department of Public Health (formerly DHS).
- e. **Board of Directors Final Approval.** The final plan shall be submitted to the WCSd Board of Directors for approval and commitment of funds.
- f. **Implementation.** Once all approvals are in place, the General manager shall proceed to implement the change to the replacement system.

**INTRODUCED AND ADOPTED** on this 28<sup>th</sup> day of August 2007, by the following vote:

AYES, in favor hereof: -  
NOES: -  
ABSENT: -  
ABSTAIN: -

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Charles Cantoni  
President, Board of Directors

ATTEST:

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David Edwards  
Secretary