

POLICY COMMITTEE
REGULAR MEETING
Thursday, April 29, 2021 - 2:30 PM
MINUTES

A. ESTABLISH QUORUM

A quorum was established.

Committee Members present: Donn Howell, Gordon Heinrichs, Ted Key, Claudia Worthen, and Stephen Boyett. Member Leslie Richards was not present due to an excused absence.

Staff present: General Manager John Weigold and Board Secretary Ossana Terterian.

B. CALL TO ORDER

Chairman Howell called the meeting to order at 2:30 p.m.

C. CHAIRMAN'S REPORT

Chairman Howell provided an update on the scope of responsibility vis a vis the ad hoc policy committee appointed by the CCSD Board of Directors. The ad hoc committee has been primarily working on an inventory of the CCSD's adopted policies.

Chairman Howell reminded the Policy Committee that it can propose items for inclusion on the Board's agenda.

The Board has adopted 13 policies recommended by the Policy Committee over the last two years.

Chairman Howell led a discussion of what constitutes a policy.

D. AD HOC SUBCOMMITTEE REPORTS

No information was reported or discussed.

1. PUBLIC COMMENT

No written public comments were submitted in advance of the meeting. No verbal public commentary was presented at the meeting.

2. CONSENT AGENDA

A. Consideration to Approve the March 25, 2021 Regular Meeting Minutes

Member Worthen moved to accept the March 25, 2021 minutes.

Member Key seconded the motion.

Chairman Howell took a rollcall vote.

Member Worthen – aye.

Member Key – aye.

Member Heinrichs – aye.

Member Boyett – aye.

Ayes – 4; Nays – 0. The motion passed, and said minutes were approved.

3. REGULAR BUSINESS

A. Progress Reports from Committee Members Regarding Green Policies

Member Worthen - Composting/vault toilets:

- Member Worthen provided an update on composting toilets. Member Worthen has solicited feedback from various state and federal parks.
- Vault toilets are popular and commonly used in these park spaces. They hold a significant amount of waste, require little maintenance and have a long useful life.
- Price – estimated at approximately \$20,000 per vault toilet.
- A member of the public raised questions about how to indicate a desire to speak on Zoom. Given the apparent lack of a means by which to digitally indicate a desire to speak, Chairman Howell asked members of the public to simply speak up should they wish to comment.
- A member of the public asked the committee to further investigate how noxious emissions from vault toilet facilities are managed.

Member Heinrichs – Wastewater Facilities Research

- Member Heinrich researched the Prineville, Oregon wastewater facility mechanical design upgrades under way in that community. Given that community's similar population size, its efforts and pricing to upgrade to mechanical wastewater facilities may be useful in informing CCSD's efforts vis a vis wastewater.

Member Key – Wastewater

- Member Key researched Piru, California's upgrade to a tertiary wastewater plant.
- The plant will accept 100% of wastewater and the cleaned water will be deposited in the aquifer.
- Waste is comprised of a semi-moist sludge, similar to what CCSD manages now from wastewater processing.
- The entire Piru project cost is \$3.2 Million.

Chairman Howell recommended work on a formal policy on CCSD efforts to ensure green/eco-friendly procedures and practices as part of reporting to the CCSD Board on vault toilets, wastewater facility upgrades, etc.

Member Worthen reported on continuing efforts to implement policies to shield CCSD lighting in furtherance of Dark Sky initiatives.

Chairman Howell invited public comment on the foregoing policy discussions. No advance written comments or verbal commentary was contributed.

B. Discussion and Consideration of Policies Related to Conservation and Ethics

- Chairman Howell posted a proposed conservation and ethics policy drafted by Member Key.
- Member Key described the impetus to the draft policy as relating to the dangers and challenges posed by climate change.
- The committee discussed the wording of the policy and proposed revisions thereto.
- Members of the public contributed comments on the draft policy:

- Noted the usefulness of this policy and urged the committee to make this policy more specific and careful in its wording.
 - Noted the lack of substance on addressing carbon dioxide, including reducing its creation and increasing its absorption.
 - Noted the limitations on CCSD's ability to purchase eco-friendly cars, and the resulting need for language providing the Board and general manager with flexibility in complying with the policy.
 - Members of the Committee agreed the draft would be sent to Committee members for proposed revisions and comments.
- C. Discussion and Consideration of a Policy Regarding Purchase of Used Equipment
- Chairman Howell proposed moving this item to the end of the list of Regular Business for discussion. No member objected and the item was so moved.
 - The topic was not discussed during this meeting. It will appear on the next meeting's agenda.
- D. Discussion and Consideration of Policy 1040 Regarding Correspondence to the Board
- Chairman Howell shared with the committee the most recent draft of Policy 1040 for review and discussion.
 - Director Rice on the CCSD Board asked the Committee to consider adding to the draft a policy for who replies to received correspondence.
 - The Committee discussed ensuring the policy addresses correspondence from any member of the public, even if not a rate payer, while still emphasizing the role of rate payers in communicating with the Board.
 - The Committee discussed timeliness of acknowledgement and substantive response to correspondence.
- E. Discussion and Consideration of a Policy Regarding Surveillance Cameras on District Properties

- The topic was not discussed during this meeting. It will appear on the next meeting's agenda.

4. FUTURE AGENDA ITEMS

Chairman Howell asked for any future agenda items.

- Policy Regarding Surveillance Cameras on District Properties
- Policy Regarding Purchase of Used Equipment
- Dark Sky related Lighting Policy
- Policy Regarding Conservation and Ethics

5. ADJOURN

Chairman Howell adjourned the meeting at 4:15 p.m.