

Minutes of the REGULAR Board Meeting for the
Scotia Community Services District
Thursday, December 14, 2017 at 5:30 P.M.

A. CALL TO ORDER/ ROLL CALL/ PLEDGE OF ALLEGIANCE

The regular meeting of the Board of Directors of the Scotia Community Services District convened at 5:34 pm with the following directors in attendance:

Diane Bristol	Director – Present
Paul Newmaker	Director – Present
Susan Pryor	Director – Present
Rick Walsh	President – Present
Vacant	Director

Staff: S. Tyler, L. Marshall, J. Thomas

B. SETTING OF AGENDA

Table H1d – SCSD Board Vacancy – Application deadline December 11, 2017 by 4:00 pm, Appointment of Board Vacancy or Call for an Election on January 19, 2017 at 5:30 pm.

C. CONSENT CALENDAR

1. Approval of Minutes from Previous Meetings

November 16, 2017

November 28, 2017

2. Approval of November 1, 2017 – November 30, 2017 Check Registers

Motion: Motion to approve Consent Calendar

Motion: Newmaker **Second:** Bristol

Motion Vote: Ayes - Bristol, Newmaker, Pryor, Walsh Opposed – 0 Absent - 0 Abstain - 0

D. PUBLIC COMMENT & WRITTEN COMMUNICATION

Board stipends were given to Board Members

Julie Thomas was introduced as the new SCSD Board Clerk

HRC Lighting Tree Lighting for Next Year

No public comment.

E. ADJOURN TO CLOSED SESSION 5:46 PM

1. Call to Order – 5:49 pm

2. Roll Call

Diane Bristol	Director - Present
Paul Newmaker	Director – Present
Susan Pryor	Director – Present
Rick Walsh	President – Present

3. Government Code §54956.8 Real Property Negotiations. Agency Negotiators: Stephen C Tyler, Leslie Marshall, Susan Pryor, Tracy M Boobar. Negotiating Parties: Scotia Community Services District & Town of Scotia Company LLC.

4. Closed Session Discussion

Recess 6:12-6:19pm

F. ADJOURN TO OPEN SESSION 6:19 PM

1. Report out of Closed Session

Board directed Susan Pryor to finalize an offer to the Town of Scotia

G. Public Hearing - None

H. Business –

1. New Business

a. Swear in Board Members and Election of Board Officers

L. Marshall swore in board members Rick Walsh and Paul Newmaker.

No public comment

Motion: To elect Rick Walsh as President of the Board

Motion: Bristol **Second:** Pryor

Motion Vote: Ayes -Bristol, Pryor, Newmaker **Opposed – 0** **Absent - 0** **Abstain- Walsh**

Motion: To elect Paul Newmaker as Vice President of the Board

Motion: Pryor **Second:** Bristol

Motion Vote: Ayes -Bristol, Pryor, Walsh **Opposed – 0** **Absent - 0** **Abstain - Newmaker**

b. First reading and consider adoption of Ordinance 2017-4 Scotia Community Services District Surplus Property Ordinance

S. Tyler introduced. The board discussed and requested to bring the Ordinance to the next regular meeting in January for a vote.

No public comment

c. Consider Adopting Resolution 2017-12 Amending Personnel Policies and Procedures of the Scotia Community Services District

S. Tyler introduced and discussed changes presented on packet page 35 section 3.3.1. The board reviewed and discussed.

No public comment

Motion: To adopt resolution 2017-12 Amending Personnel Policies and Procedures of the Scotia Community Service District.

Motion: Pryor **Second:** Newmaker

Motion Vote: Ayes -Bristol, Newmaker, Pryor, Walsh **Opposed – 0** **Absent - 0**
Abstain - _

d. SCSD Board Vacancy – Application deadline December 11, 2017 by 4:00pm, Appointment of Board Vacancy or Call for an Election on January 19, 2017 at 5:30pm

LM introduced

Tabled until January 18, 2018 regular meeting

No public comment

e. Consider Approval of a Special District Risk Management Authority Health Benefits Program

S. Tyler introduced and explained that in order to be eligible for the SDRMA Health Benefits Program, there must be two full-time employees. The Board directed staff to research further and present findings at the next regular meeting in January 2018.

f. Consider Adopting Resolution 2017-13 of the Scotia Community Services District Authorizing the Adoption of the PARS Defined Contribution Plan Administered by Public Agency Retirement Services (PARS)

S. Tyler introduced PARS and explained the program and how it is similar and different from other retirement programs. The PARS program costs less than PERS.

S. Tyler explained that it is necessary to select a retirement plan in order to hire full-time, benefited staff.

The board discussed

No public comment.

Motion: To adopt Resolution 2017-13 of the Scotia Community Services District Authorizing the Adoption of the PARS Defined Contribution Plan Administered by Public Agency Retirement Services (PARS)

Motion: Bristol

Second: Newmaker

Motion Vote: Ayes -Bristol, Newmaker, Pryor, Walsh

Opposed – 0

Absent- 0

Abstain - 0

g. Consider Approval of State Water Resources Control Board Wastewater Division Letter for Fines Inquiry

L. Marshall reported that the results of her research into wastewater violations show 10 violations for the SCSD wastewater system since June. Unsure of the total of those ten that are fineable, L. Marshall drafted a letter to the State Water Resources Control Board to find out the total amount fined and how much is due. The board discussed and agreed that Rick Walsh should sign the letter and L. Marshall should send it.

No public comment.

2. Old Business – None

I. Reports

No specific action is required on these items, but the Board may briefly discuss any particular item raised.

1. President's Report: None

2. Board Director Reports: None

3. Interim Manager's Report: River pump status report – Cable needs to be direct buried rather than trenched. It will take 2-3 weeks for the electrical wiring to arrive on site. Projected to start in approximately 6 weeks. Telemetry component to be included in project next fiscal year. Due to the high cost of electrical charges, the river pump automation needs to begin.

S. Tyler reports that this is his last meeting as General Manager of SCSD.

No public comment.

4. Special Counsel's Report: None

5. Engineer's Report: None

6. Fire Chief's Status Report: None

7. Board Clerk Report: Website host, Morse Media, contacted L. Marshall and explained that the hosting site the SCSD website is on is outdated and no longer meets security standards. LM requested a quote for website The minimum amount was \$1200 just to upgrade to the newer version. Planwest's Jason Barnes is able to redesign and upgrade the entire website. This option was chosen and he was given a budget of \$2000. This funding comes from the IT fund. J. Barnes is already on the Planwest staffing contract with the District so no further action needs to be taken. The board concurred.

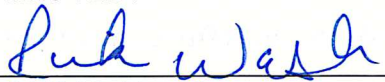
No public comment.

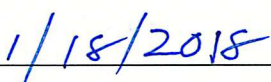
H. ADJOURNMENT

Meeting adjourned at 7:23 pm by Board President Rick Walsh.


These minutes were approved by the Board of Directors of the Scotia Community Services District on January 18, 2017 at its duly-noticed regular meeting in Scotia, CA.

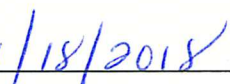
APPROVED:


Rick Walsh, President
Board of Directors
Scotia Community Services District


Date

ATTEST:


Julie Thomas, Board Clerk
Scotia Community Services District


Date