

**Minutes of the Regular Board Meeting of
Scotia Community Services District
Thursday, August 20, 2015 - 5:30 P.M.
122 Main Street, Scotia, CA**

A. CALL TO ORDER/ ROLL CALL

The regular meeting of the Board of Directors of the Scotia Community Services District convened at 5:30 pm with the following directors in attendance:

Diane Bristol	Director - present
John Broadstock	Director - present
Gayle McKnight	Director – present
Susan Pryor	Director – arrived at 5:39 pm (Munibilling presentation)
Rick Walsh	President - present

Staff: T. Boobar, S. Tyler, L. Marshall

B. SETTING OF AGENDA

Additions/revisions to the agenda: move F2b before the consent calendar

Motion: Motion to move F2b before the consent calendar

Motion: McKnight Second: Bristol
Motion Vote: Ayes - 4 Opposed – 0 Absent - 1

C. CONSENT CALENDAR

C1. Approval/Disapproval of Minutes from Previous Meetings

July 16, 2015- reflect changes requested by Eel River Brewery (ERB)

August 6, 2015- no changes

Motion: Motion to accept consent calendar with amendments.

Motion: McKnight Second: Bristol
Motion Vote: Ayes - 5 Opposed – 0

D. PUBLIC COMMENTS & WRITTEN COMMUNICATIONS

Ronan Colver submitted written communication regarding metering requirements for the school. ERB commented on looking forward to working with the board and thanking the working group for attending the brewery tour. The ERB is awaiting more information on rates and methodology.

E. PUBLIC HEARING

E1. Discussion on the adoption of the Scotia CSD FY 2015-2016 Final Budget

Public asked about a line item for grant writing expenses, which are accounted for in next fiscal year's professional services. Public asked about a deadline for budget changes. Staff explained that there is not one, a budget can be amended at any time. This meeting (8/20) is the deadline for submission of the Final Budget to the County. Public Hearing closed.

F. NEW AND OLD BUSINESS

F1. New Business –

a. Consider adoption of Resolution 2015-9: A Resolution of the Board of Directors of the Scotia Community Services District to Adopt the Scotia Community Services District Final Budget for Fiscal Year 2015-2016.

Motion: Motion to adopt Resolution 2015-9: A Resolution of the Board of Directors of the Scotia Community Services District to Adopt the Scotia Community Services District Final Budget for Fiscal Year 2015-2016.

Motion: McKnight Second: Broadstock
Motion Vote: Ayes – Bristol, Broadstock, McKnight, Pryor, Walsh Opposed – 0

b. Consider adoption of Resolution 2015-8: A Resolution of the Board of Directors of the Scotia Community Services District to Adopt the Scotia Community Services District Final Injury and Illness Prevention Program

Motion: Motion to adopt Resolution 2015-8: A Resolution of the Board of Directors of the Scotia Community Services District to Adopt the Scotia Community Services District Final Injury and Illness Prevention Program

Motion: Bristol Second: McKnight
Motion Vote: Ayes - Bristol, Broadstock, McKnight, Pryor, Walsh Opposed – 0

BREAK IN MEETING 6:54PM TO 7:04 PM

c. Consider approval of Letter to Accept TOS Funds

S. Tyler introduced a letter from TOS regarding transfer of TOS funds to SCSD (contingency and start-up funds), submitted to the District prior to the meeting. T. Boobar introduced the timeline of events, topic, and letter from the Law Offices of Nancy Diamond on behalf of SCSD to accept TOS funds. S. Tyler spoke further on a meeting with F. Bacik regarding the letter. D. McCorkle spoke on behalf of TOS regarding the ramp-up budget.

Motion: Motion to approve the sending of the letter to Town of Scotia LLC.

Motion: Broadstock Second: Bristol
Motion Vote: Ayes - Bristol, Broadstock, McKnight, Pryor, Walsh Opposed – 0

F2. Old Business –

a. Scotia Community Services District Insurance Quote Update

S. Tyler introduced, Board Clerk added detail.

b. Scotia Community Services District Accounting Update

Presentation by Munibilling, questions followed. Board asked staff to look into other CSD’s locally using these companies. Public asked about meters. Staff expressed that every home will be getting new meters, provided by TOS. There will be a hook-up fee.

c. User Fee and Benefit Assessment Analysis Workshop Scenarios Update

S. Davidson absent. S. Tyler discussed that more information will be available on this at the September 17th meeting.

G. 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:** Water plant/quality update. Discussed filter media replacement. Updated on Purchasing and Procurement Policy and Personnel Policies, which is projected to come to the board in October.
4. **Special Counsel's Report:** Beginning Transition Agreement
5. **Engineer's Report:** None
6. **Fire Chief's Status Report:** Submitted handout and presented the SVFD Incident Report for May 1 – August, 2015
7. **Board Clerk Report:** Update on calendar dates (meetings, holidays, etc.) and Insurance

H. ADJOURN TO CLOSED SESSION: Time: 8:03 pm

H1. Call to Order

H2. Roll Call

Diane Bristol	Director - present
John Broadstock	Director - present
Gayle McKnight	Director – present
Susan Pryor	Director – present
Rick Walsh	President - present

H3. Government Code §54957(b)(1) Closed Session Regarding Employee Evaluation – Interim Manager Steve Tyler

H4. Government Code §54957(b)(1) Closed Session Regarding Employee Evaluation – Interim District Clerk Leslie Marshall

H5. Closed Session Discussion

I. ADJOURN TO OPEN SESSION: Time: 8:55 pm

11. Report out of Closed Session

The Board evaluated the Interim General Manager's performance. The Board evaluated the Board Clerk's performance.

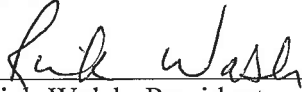
J. ADJOURNMENT

With no further business to come before the Board, the August 20, 2015 Regular Board Meeting was adjourned at 8:56 pm by Board President Rick Walsh.

Respectfully submitted,
Leslie Marshall, Board Clerk

These minutes were approved by the Board of Directors of the Scotia Community Services District on September 17, 2015 at its duly-noticed regular meeting in Scotia, CA.

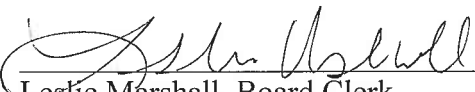
APPROVED:



Rick Walsh, President
Board of Directors
Scotia Community Services District

9-17-15
Date

ATTEST:



Leslie Marshall, Board Clerk
Scotia Community Services District

9-17-15
Date