

Minutes of the REGULAR Board Meeting for the
Scotia Community Services District
Thursday, July 19, 2018 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 5:30 pm with the following directors in attendance:

Diane Bristol Director – Present

Paul Newmaker Director – Present

Scott Pitcairn Director – Present

Susan Pryor Director – Present

Rick Walsh President – Present

Staff Present: Leslie Marshall, GM; Steve Tyler, Asst, GM; Steve Davidson, District Engineer

B. SETTING OF AGENDA

Set Fire Chief's Report after Item D., Public Comment and Written Communication

Table Item F1b. Approve, pending legal counsel approval, Mutual Secondment Agreement Between Loleta Community Services District and Scotia Community Services District

C. CONSENT CALENDAR

1. Approval of Previous Meeting Minutes

June 21, 2018

2. Approval of June 1, 2018 – June 30, 2018 Check Registers

No public comment

Motion: to Approve Consent Calendar

Motion: Pryor Second: Newmaker

Motion Vote: Ayes-5 – Bristol, Newmaker, Pitcairn, Pryor, Walsh Opposed: 0 Absent: 0 Abstain: 0

D. PUBLIC COMMENT & WRITTEN COMMUNICATION

No public comment or written com

E. BUSINESS

F. 1. New Business –

a. Adopt Prentice Long & Epperson Legal Services Agreement

Steve Tyler introduced. Board discussed. Margaret Long for Scotia CSD. One-year contract. Monthly flat rate @ \$1700/mo. Also available for teleconferencing. Experience with special districts. Reviewed several documents already with no signed services agreement.

No public comment

Motion: To adopt Prentice Long & Epperson Legal Services Agreement

Motion: Bristol Second: Pitcairn

Motion Vote: Ayes -5- Bristol, Newmaker, Pitcairn, Pryor, Walsh Opposed – 0 Absent –0 Abstain - 0

b. Approve, pending legal counsel approval, Mutual Secondment Agreement Between Loleta Community Services District and Scotia Community Services District

Item Tabled

c. Approve and sign Irrevocable Offer of Dedication and Grant of Easement Deed for Phase 2 Infrastructure of the Scotia Subdivision

GM and Steve Davidson introduced. Board discussed. Approved under the condition that below items are added:

Ex A2 Drainage – needs to be added to the agreement

Pg. 3 Dedication of Linear Infrastructure missing drainage

No public comment

Motion: Approve and Sign Irrevocable Offer of Dedication and Grant of Easement Deed for Phase 2 Infrastructure of the Scotia Subdivision

Motion: Newmaker **Second:** Pitcairn

Motion Vote: Ayes -5 – Bristol, Newmaker, Pitcairn, Pryor, Walsh **Opposed – 0 Absent – 0 Abstain - 0**

d. Consider Adopting Resolution 2018-11 A Resolution of the Scotia Community Services District Approving the Form and Authorizing the Execution of a Memorandum of Understanding and Authorizing Participation in the Special District Risk Management Authority's Health Benefits Program

GM introduced. Board discussed.

No Public Comment

Motion: Adopt Resolution 2018-11 A Resolution of the Scotia Community Services District Approving the Form and Authorizing the Execution of a Memorandum of Understanding and Authorizing Participation in the Special District Risk Management Authority's Health Benefits Program

Motion: Pryor **Second:** Pitcairn

Motion Vote: Ayes -5 – Bristol, Newmaker, Pitcairn, Pryor, Walsh **Opposed – 0 Absent – 0 Abstain - 0**

e. Approve and sign Memorandum of Understanding enrolling the District into the SDRMA Small Group Health Benefits Program for Health Insurance for District Employees

GM introduced. Board discussed.

No public comment

Motion: Approve and sign Memorandum of Understanding enrolling the District into the SDRMA Small Group Health Benefits Program for Health Insurance for District Employees

Motion: Walsh **Second:** Bristol

Motion Vote: Ayes -5 – Bristol, Newmaker, Pitcairn, Pryor, Walsh **Opposed – 0 Absent – 0 Abstain – 0**

f. Consider adopting Resolution 2018-12: Amending Resolution 2017-13 A Resolution of The Board of Directors of The Scotia Community Services District Authorizing the Adoption of the Pars Defined Contribution Plan Administered by Public Agency Retirement Services (PARS) to reflect the effective date of September 1, 2018

GM introduced: Amends the date only. Board discussed.

No public comment

Motion: Adopt Resolution 2018-12: Amending Resolution 2017-13 A Resolution of The Board of Directors of The Scotia Community Services District Authorizing the Adoption of the Pars Defined Contribution Plan Administered by Public Agency Retirement Services (PARS) to reflect the effective date of September 1, 2018

Motion: Newmaker **Second:** Pitcairn

Motion Vote: Ayes -5 – Bristol, Newmaker, Pitcairn, Pryor, Walsh Opposed – 0 Absent – 0 Abstain - 0

g. Consider Adopting Resolution 2018-13: Authorizing the General Manager to Sign and File, for and on the behalf of the SCSD, a Financial Assistance Application for a Financing Agreement from the State Water Resources Control Board for the Planning, Design, and construction of the SCSD Wastewater Treatment Facility Replacement Project (15 minutes)

GM introduced items F1 g-j. All items discussed. Board discussed. Adopting these resolutions is the first of a number of steps. May hear back on grant applications as early as February. Other steps will include applying for low interest loans.

No public comment

Motion: Adopt Resolution 2018-13: Authorizing the General Manager to Sign and File, for and on the behalf of the SCSD, a Financial Assistance Application for a Financing Agreement from the State Water Resources Control Board for the Planning, Design, and construction of the SCSD Wastewater Treatment Facility Replacement Project

Motion: Bristol Second: Pitcairn

Motion Vote: Ayes: 5 – Bristol, Newmaker, Pitcairn, Pryor, Walsh Opposed – 0 Absent – 0 Abstain -

h. Consider Adopting Resolution 2018-14: Pledging Revenues and Funds from User Fees from the Wastewater Enterprise Fund for Repayment of Financing for the Scotia Community Services District Wastewater Treatment Facility Replacement Project (15 minutes)

No public comment

Motion: Adopt Resolution 2018-14: Pledging Revenues and Funds from User Fees from the Wastewater Enterprise Fund for Repayment of Financing for the Scotia Community Services District Wastewater Treatment Facility Replacement Project

Motion: Pryor Second: Newmaker

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

i. Consider Adopting Resolution 2018-15: Authorizing the General Manager to Sign and File, for and on the behalf of the SCSD, a Financial Assistance Application for a Financing Agreement from the State Water Resources Control Board for the Planning, Design, and construction of the SCSD Water Treatment Facility Replacement Project (15 minutes)

No public comment

Motion: Adopting Resolution 2018-15: Authorizing the General Manager to Sign and File, for and on the behalf of the SCSD, a Financial Assistance Application for a Financing Agreement from the State Water Resources Control Board for the Planning, Design, and construction of the SCSD Water Treatment Facility Replacement Project

Motion: Pitcairn Second: Bristol

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

j. Consider Adopting Resolution 2018-16: Pledging Revenues and Funds from User Fees from the Water Enterprise Fund for Repayment of Financing for the Scotia Community Services District Water Treatment Facility Replacement Project (15 minutes)

No public comment.

Motion: Adopt Resolution 2018-16: Pledging Revenues and Funds from User Fees from the Water Enterprise Fund for Repayment of Financing for the Scotia Community Services District Water Treatment Facility Replacement Project

Motion: Newmaker Second: Pitcairn

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

2. Old Business – NONE

G. Brief Board Training

1. Introduction

Various topics can be considered. Trainings held during the day are not easy for all board members to attend so GM or Board Clerk are able to bring trainings to the meetings. Scale to fit the agenda.

H. REPORTS (5 minutes each)

1. President's Report: None

2. Board Director Reports: Mentioned concerns about movement of the Heisler #9. Noted that items will not all be going to where they were supposed to be going. GM clarified that items were all sold to the Friends of #9. The Heisler will be going to Baldo's to be refurbished. Some of the other items included in the sale will be going to other parties.

3. General Manager's Report: Updated board on locomotive plans.

Benefit Assessment – Billing Benefits Assessments in August

River Pumps – Planning on river pumps replacement late August/September

New office update

Update on the roofing for the theater.

4. Special Counsel's Report: None

5. Engineer's Report: SD Reviewed Corridor Plans – SHN finalizing. Applied for fish and game license to put a road down to the river.

6. Fire Chief's Status Report:

2017 Fire Chief's Report

Rio Dell/Scotia – Consolidation efforts

Undergoing studies (feasibility) especially the financial feasibility.

Next meeting is scheduled for September with Rio Dell Board of Director.

Has to be LAFCo approved.

7. Board Clerk Report: CSDA Sexual Harassment Prevention Training Monday, August 6, 2018 in McKinleyville. To be held in the community center.

I. ADJOURNMENT at 6:22 PM By President Rick Walsh

Next Regular Meeting of the SCSD will be August 16, 2018 at 5:30 PM. A Special meeting may be held prior to that.

These minutes were approved by the Board of Directors of the Scotia Community Services District on May 17, 2018 at its duly noticed regular meeting in Scotia, CA.

Approved:

Rick Walsh

Rick Walsh, President
Board of Directors
Scotia Community Services District

Date

8/16/2018

Attest:

Leslie Marshall

Leslie Marshall, General Manager (Standing in for Board Clerk)
Scotia Community Services District

Date

8/16/2018

