

Minutes of the REGULAR Board Meeting for the
Scotia Community Services District
Thursday, August 16, 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; Margaret Long, Legal Counsel; Julie Thomas, Board Clerk

B. SETTING OF AGENDA

Rename item E1b: Approve, pending legal counsel approval, Mutual Secondment Agreement between “Public Agency” and Scotia CSD.

Rename item E1c: Review Conflict of Interest Code revisions and consider adopting Resolution 2018-17: A Resolution of the Scotia Community Services District Board of Directors Revising the Conflict of Interest Code.

C. CONSENT CALENDAR

(5 minutes)

1. Approval of Previous Meeting Minutes

July 21, 2018

2. Approval of July 1, 2018 – July 31, 2018 Check Registers

No Public comment

Motion: To Approve Consent Calendar

Motion: Pryor **Second:** Pitcairn

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

D. PUBLIC COMMENT & WRITTEN COMMUNICATION

Notice of acceptance for Eel River Proj. – Still waiting on wastewater permit

NOP – Humboldt Wind Energy Project

Phase II documents were recorded by the County

Letter received from the Department of Water Resources Division of Dam Safety stating that they are not ready to reclass the dam as a holding pond.

Another letter was received by the Division of Dam safety stating that the payment sent by the District was not received on time and they are assessing a 10% interest fee. Staff is contesting the charge.

Wood stove program for wood stove replacement grants from Sept 1-30 by North Coast Air Quality Management.

E. BUSINESS

1. New Business –

a. Introduce Legal Counsel, Margaret Long of Prentice, Long, & Epperson (10 minutes)

Margaret Long introduced herself and gave background and experience information.

b. Approve, pending legal counsel approval, Mutual Secondment Agreement Between Loleta Community Services District and Scotia Community Services District (10 minutes)

GM introduced the item that was tabled at prior meeting. Loleta CSD has backed out of the original agreement as of the date of this meeting. GM explained the OIT program & the challenges that it presents to Scotia and Loleta. GM would like to adopt a template to enter into an agreement with other agencies. We need two licensed operators for coverage and currently Brandon does not have his WW license. GM discussed details of the agreement ie: Approximately 20 hours/month, maximum \$750. GM approved.

Public comment: A Scotia resident requested Clarification on the matter, GM explained.

Motion: To approve Mutual Secondment Agreement between “Public Agency” and Scotia CSD.

Motion: Pryor **Second:** Newmaker

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

c. Review Conflict of Interest Code revisions and consider Adopting Resolution 2018-17 A Resolution of the Scotia Community Services District Board of Directors Revising the Conflict of interest Code.

Board Clerk introduced. The Board discussed.

No public comment.

Motion: To Adopt Resolution 2018-17 A Resolution of the Scotia Community Services District Board of Directors Revising the Conflict of interest Code

Motion: Bristol **Second:** Pitcairn

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

d. Approve SHN Engineering Services Agreement for water grants (5 minutes)

(Discussion for this item includes item E1e also.)

GM introduced. The Board discussed.

No public comment.

Motion: To approve SHN Engineering Services Agreement for Water Grants.

Motion: Newmaker **Second:** Pryor

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

e. Approve SHN Engineering Services Agreement for wastewater grants (5 minutes)

(Item discussed with item E1d)

Motion: To approve SHN Engineering Services Agreement for Water Grants

Motion: Newmaker **Second:** Pryor

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

f. TerraGen Humboldt Wind Energy (10 minutes)

GM introduced the wind energy project and explained some details of the project. GM attended a scoping meeting on 8/15/18. Board discussed.

GM jointly signed, at a staff level, with TOS that they take a neutral stance but state that they have concerns.

GM explained that the Board can submit a letter at the Board level as the voice of the public by the end of the comment period on August 30th.

Public comment: Scotia resident asked about old growth trees in that area and whether or not they would be cut down. The same resident expressed concerns about potential future homebuyers and wondered who might be interested in purchasing a home in Scotia after the project is completed. The same resident is opposed to the project based on aesthetics.

Another resident inquired about other Terra Gen completed projects to see the outcomes.

g. SDRMA Credit Incentive Program Update (5 minutes)

Board Clerk introduced and the Board discussed. Legal Counsel added that she can provide certain CSDA trainings to the Board and staff.

No public comment.

2. Old Business – NONE

F. Brief Board Training

1. CSDA Webinar: Good Governance (15 minutes)

Board Clerk provided brief overview of the webinar “Good Governance”.

G. REPORTS (5 minutes each)

The Board may briefly discuss any particular item raised, no action will be taken on these items.

1. President’s Report: None

2. Board Director Reports: Directors asked about the corridor project. GM provided the update during GM report.

3. General Manager’s Report: Staff has received 2 estimates for the Winema Theater roofing

replacement project – waiting on the third estimate.

Corridor project has received the county permit, awaiting permit for wastewater. Army Corp of Engineers have all necessary components – waiting on construction crew availability.

Director Pryor asked about the Winema Theater roofing project – SCT gave a brief update. Proposals will be presented to the board next month.

Some solar information may be brought to the board at next month's meeting.

Director Newmaker asked about the daycare facility. SCT provided an update – still waiting on county permits for ADA upgrades.

Train and associated equipment removal deadline have been moved from Aug. 30th to Sept. 30th. A public comment from Jane Hartford about whether assets were inspected prior to their transfer. She also inquired about the motivations of Town of Scotia and Marathon.

Town of Scotia ordered an emergency propane generator – will likely take 12-13 weeks. About 90% paid by TOS, SCSD pays for the propane. Pryor asked about carpenter shop – it is empty except for 1 office.

4. **Special Counsel's Report:** None
5. **Engineer's Report:** None
6. **Fire Chief's Status Report:** None
7. **Board Clerk Report:** Please check junk mail and add clerk@scotiacsd.com to your contacts because some people are reporting that they are not receiving correspondence from that email address.

H. ADJOURNMENT at 7:20 PM by President Rich Walsh

Next Regular Meeting of the SCSD will be October 18, 2018 at 5:30 PM. A Special meeting may be held prior to that.

Approved:

Rick Walsh

Rick Walsh, President

Board of Directors

Scotia Community Services District

9/20/18

Date

Attest:

Julie Thomas

Julie Thomas, Board Clerk

Scotia Community Services District

9/20/18

Date

