

Minutes of the REGULAR Board Meeting for the  
Scotia Community Services District  
Thursday, November 15, 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 5:31 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; Margaret Long, Legal Counsel; Steve Davidson, District Engineer; Julie Hawkins, Board Clerk

**B. SETTING OF AGENDA**

The Board may adopt/revise the order of the agenda as presented.

No Changes

**C. CONSENT CALENDAR**

1. Approval of Previous Meeting Minutes

September 20, 2018

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

3. Approval of October 1, 2018- October 31, 2018 Check Registers

4. Approval of Planwest Partners Invoice

**Motion: To Approve the Consent Calendar**

**Motion:** Bristol **Second:** Pitcairn

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

**Absent:** 0 **Abstain:** 0

**D. PUBLIC COMMENT & WRITTEN COMMUNICATION**

None

**E. BUSINESS**

1. Old Business –

a. **Second reading and adoption of Ordinance 2018-2 Water Ordinance Update**

Brief Review

In the interest of time, the Board decided to adopt by reading of title only.

**Motion: To Adopt Ordinance by title only**

**Motion:** Bristol **Second:** Pryor

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

**Absent -** 0 **Abstain -** 0

**Motion: To Adopt Ordinance 2018-2 Water Ordinance Update**

**Motion:** Newmaker **Second:** Pitcairn

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

**2. New Business –**

**a. Potter Valley Dam Removal Presentation by Craig Tucker, of Suits and Signs Consulting, LLC.**

No presentation – will be rescheduled.

**b. Consider adoption of Resolution 2018-18 A Resolution of the Scotia CSD amending the Personnel Policies and Procedures.**

Brief review

No public comment

**Motion: To Adopt Resolution 2018-18: A Resolution of the Scotia CSD amending the Personnel Policies and Procedures.**

**Motion:** Newmaker **Second:** Pitcairn

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

**c. Consider adoption of Resolution 2018-19 Revising the Master Fee Schedule**

Brief Review.

Strike language in item #7, page 1 of 7. Should say “shall be as shown” instead of “shall be the total of Section 8A and 8b below”

No Public Comment

**Motion: To Adopt Resolution 2018-19 Revising the Master Fee Schedule – as amended.**

**Motion:** Newmaker **Second:** Bristol

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

**d. Road Maintenance Agreement Between Humboldt Redwood Company LLC and Scotia CSD**

GM introduced, brief discussion.

No public comment.

**Motion: To approve the Road Maintenance Agreement Between Humboldt Redwood Company LLC and Scotia CSD**

**Motion:** Pryor **Second:** Newmaker

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

**e. Approve and Sign Addendum to and Extension of Transition Services Agreement for Fire Chief John Broadstock**

GM introduce, brief discussion

**Motion: To approve and sign Addendum to and Extension of Transition Services Agreement for Fire Chief John Broadstock**

**Motion:** Pitcairn **Second:** Bristol

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

**f. Review and Approve Water Hauler Agreement amendments**

GM introduced, and board discussed. Bullet point 2 in the second section should be amended as follows:

Strike: “for 600 gallons per load” to read: “The fee is \$45 load fee + \$0.03/gallon *OR* the current treated water flow rate for potable water Fees will be invoiced monthly per load log and meter read, and payment to the district and payment to the District is to be made prior to the invoice due date. Late payment of invoice may result in 10 % late penalty and/or suspension of privileges.”

**Motion: To Approve the Water Hauler Agreement Amendments, as amended.**

**Motion:** Pitcairn **Second:** Bristol

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

**F. REPORTS:** 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: None**

**3. General Manager’s Report:**

Locomotive move has been postponed, again, to the week after Thanksgiving. November 26-28<sup>th</sup> .

River pump was installed, electrical connection to be installed next week.

REC Solar Update: Potential for electricity storage using batteries.

William Rich and Associates will be doing the historical analysis and design review for the Winema Theater Roof repair. Sanders will be doing patchwork on the roof to prevent further damage from rain this winter.

Water System Grant Update: The Water System project has been designated as a Grade F project by the state. Still awaiting a response on the WWTP grants.

A presentation/proposal for funding options during the December or January board meeting.

**4. Assistant General Manager: None**

**5. Special Counsel’s Report: None**

**6. Engineer’s Report: None**

**7. Fire Chief’s Status Report: None**

**8. Board Clerk Report:** Reported on Board Clerk Conference 10/22-10/24 in South Lake Tahoe

Confirm Date of December Board Meeting

**G. Board Training: Sexual Harassment training** – Provided by Legal Counsel Margaret Long of Prentice, Long & Epperson

President Walsh and Director Pitcairn released early, Vice President Newmaker selected to adjourn the meeting in the absence of President Walsh.

**H. ADJOURNMENT at 8:20 PM by Vice President Paul Newmaker**

Next Regular Meeting of the SCS D will be December 20, 2018 at 5:30 PM. A Special meeting may be held prior to that.

Notice regarding the Americans with Disabilities Act: The District adheres to the [Americans with Disabilities Act](#). Persons requiring special accommodations or more information about accessibility should contact the District Office. Notice regarding Rights of Appeal: Persons who are dissatisfied with the decisions of the SCS D Board of Directors have the right to have the decision reviewed by a State Court. The District has adopted [Section 1094.6](#) of the [Code of Civil Procedure](#) which generally limits the time within which the decision may be judicially challenged to 90 days.

Approved:

Rick Walsh

Rick Walsh, President

Board of Directors

Scotia Community Services District

12/20/2018

Date

Attest:

Julie Hawkins

Julie Hawkins, Board Clerk

Scotia Community Services District

12/20/2018

Date