

Minutes of the REGULAR Board Meeting for the
Scotia Community Services District
Thursday, December 20, 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 Davidson, District Engineer; Julie Hawkins, Board Clerk

B. SETTING OF AGENDA

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

Move item E1g to after E1a

C. CONSENT CALENDAR

1. Approval of Previous Meeting Minutes

November 15, 2018

2. Approval of November 1, 2018-November 30, 2018 Check Registers

3. Approval of Planwest Partners Invoice

No Comment

Motion: To Approve the Consent Calendar

Motion: Newmaker **Second:** Pitcairn

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

D. PUBLIC COMMENT & WRITTEN COMMUNICATION

Board Clerk Distributed Board member stipends

No Public Comment

E. BUSINESS

1. New Business –

a. Election of Board Officers and Appointment of Signatory(s) for checks and Redwood Capitol Bank

Current President Walsh nominated Paul Newmaker for Board President. Susan Pryor nominated Diane Bristol for Vice President. The board moved to keep Susan Pryor as additional signatory for checks and Redwood Capitol Bank.

Motion: To appoint Paul Newmaker as President

Motion: Pitcairn **Second:** Pryor

Motion Vote: Ayes 4- Bristol, Pitcairn, Pryor, Walsh **Opposed – 0** **Absent – 0** **Abstain – 1 -Newmaker**

Motion: To appoint Diane Bristol as Vice President

Motion: Newmaker **Second:** Pryor

Motion Vote: Ayes 4- Newmaker, Pitcairn, Pryor, Walsh **Opposed** – 0 **Absent** – 0 **Abstain** – 1 -Bristol

b. Draft Audit Presentation by Keith Borges of Anderson, Lucas, Somerville & Borges, LLP

The Board received the audit presentation by Keith Borges.

No Public Comment

No Action Required

c. SHN Addendum No. 7 Flood Inundation Mapping and Log Pond Bathymetric and Topographic Survey

LM introduced and discussed. Board discussed.

Motion: To Adopt SHN Addendum No. 7 Flood Inundation Mapping and Log Pond Bathymetric and Topographic Survey

Motion: Pitcairn **Second:** Pryor

Motion Vote: Ayes 4- Bristol, Newmaker, Pitcairn, Pryor, Walsh **Opposed** – 0 **Absent** – 0 **Abstain** – 0

d. Winema Theater Roof Historical Assessment contract with William Rich & Associates

LM presented and board discussed. Following the historical assessment, there may be good argument for composite shingles as many homes now have composite shingles.

No public comment.

No action required.

e. SDRMA Occupational Safety & Health Program Inspection Report Review

LM introduced and discussed with Board. Remaining items identified in the SDRMA report will be fixed and a final report will be submitted to the Board and SDRMA.

Injury and Illness Prevention Program will be brought to the Board for approval in January.

****Board Recess 6:43 PM to 6:47PM****

f. Museum Plaza: Post Locomotive Move & Visioning Workshop Introduction/Discussion

Staff introduced the Museum Plaza Visioning Workshop. Board directed staff to proceed with planning the workshop.

g. Proposed Disc Golf Course in Community Forest

(Agenda item moved after item E1a)

LM introduced Dan Tangney (Fortuna School Teacher) and Caleb Gribi (~~Innova~~ ^{Par Infinity}) who proposed installing a disc golf course in the community forest. Labor & installation would be done by the disc golf organization. Installation would involve brush clearing, several small cement pads, and the leveling of a throwing pad. It may be an asset for the community, it reduces the number of transients. Design and environmental documents may be completed by several people involved in the disc golf organization. There is a potential for tournaments to bring people in. The next steps are to complete the course design which will be brought to the board to discuss further. The Board is interested and supportive.

2. Old Business – None

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

1. President’s Report:

President Walsh tendered his resignation effective 12/31/18 and will not complete his term. Staff to notify the county of elections and will advertise the vacancy.

2. Board Director Reports:

Directors expressed their gratitude for President Walsh’s service to the District and the Board.

3. General Manager’s Report:

SHN addendum #6 was administratively approved for NPDES compliance.

GM explained the waterline break in the corridor that occurred in late November.

Corridor Project: The pump has ben installed, the remainder of the project will commence construction in 2019.

Staffing Updates: Traci Cannon’s last day of work was today (12/20/18), Jenn McDonald of Planwest Partners has been training with Traci and will take over her position.

4. Assistant General Manager: None

5. Special Counsel’s Report: None

6. Engineer’s Report:

7. Fire Chief’s Status Report: None

8. Board Clerk Report: Staff are considering purchasing tablets for board members to use to view the packets because the packets have been approximately 150 pages or more and there is a large cost associated with toner and paper associated with those. The Board was supportive. Staff will proceed with the purchase.

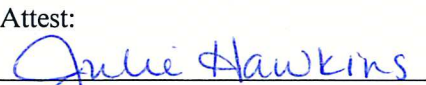
G. Board Training: No training held at this meeting.

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

Approved:


Paul Newmaker, President
Board of Directors
Scotia Community Services District

1/17/19
Date

Attest:


Julie Hawkins, Board Clerk
Scotia Community Services District

1/17/19
Date

