

Minutes of the REGULAR Board Meeting for the
Scotia Community Services District
Thursday, January 17, 2019 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 – P

Scott Pitcairn, Director – P

Susan Pryor, Director – P

Newmaker, President – P

Staff Present: Leslie Marshall, GM; Steve Davidson, DE; Julie Hawkins, BC

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

December 20, 2018

2. Approval of December 1, 2018- December 31, 2018 Check Registers

3. Approval of Planwest Partners Invoice

Edit in Minutes: Caleb Gribi is with Par Infinity and not Innova as the minutes state.

No public comment.

Motion: To Approve the Consent Calendar with changes to the minutes

Motion: Pryor Second: Pitcairn

Motion Vote:

Ayes: 4; Bristol, Newmaker, Pitcairn, Pryor Opposed: 0 Absent:0 Abstain:0

Motion Carried

D. PUBLIC COMMENT & WRITTEN COMMUNICATION

BC distributed Form 700s to be completed by each Board Member

BC gave Director Pitcairn a check reimbursement for travel expenses for Sexual Harassment training in August.

No Public Comment

E. BUSINESS

1. New Business –

a. Receive Presentation from Mike Lommori of Eel River Kings Baseball

Mike Lommori & Jason Sauers attended meeting. Explained to Board their need to have a home field. Board discussed briefly – including ADA issues. Staff to determine the insurance needs. And to continue working with the baseball Mr. Lommori and Mr. Sauers.

b. SCSD Board Vacancy – Application Deadline January 10, 2019 by 4:00 PM, appointment of Board Vacancy

Board decided to conduct interviews in alphabetical order. Order was as follows:

- 1) Allan Anderson II
- 2) Jeffrey McGaa
- 3) Nina Sellen

Interviews were 5 minutes each.

i. Schedule for Filling Vacant Seat

No action on this item – informational only

ii. Consider Adopting Resolution 2019-1 A Resolution of the Scotia Community Services District Board of Directors Filling a Vacancy on the Board of Directors

Board deliberated. Public comment offered that each candidate is great. Board might consider inviting the two applicants not selected to be a member of a committee.

Board deliberated.

Board selected Nina Sellen – very involved in the community.

No additional public comment.

Motion: To Adopt Resolution 2019-1 A Resolution of the Scotia Community Services District Board of Directors Filling a Vacancy on the Board of Directors

Motion: Pitcairn **Second:** Pryor

Motion Vote:

Ayes: 4, Bristol, Newmaker, Pitcairn, Pryor, **Opposed:** 0, **Absent:** 0, **Abstain:** 0

Motion Carried

iii. Swear in appointed Board Member

Nina Sellen sworn in

c. Consider Adopting Resolution 2019-2 A Resolution of the Scotia Community Services District Board of Directors Recognizing, Honoring and Commending John Broadstock for His Service as A Director for the Scotia Community Services District

BC read resolution in full. No public comment.

Motion: To Adopt Resolution 2019-2 A Resolution of the Scotia Community Services District Board of Directors Recognizing, Honoring and Commending John Broadstock for His Service as A Director for the Scotia Community Services District

Motion: Pitcairn **Second:** Bristol

Motion Vote:

Ayes: 5; Bristol, Newmaker, Pitcairn, Pryor, Sellen **Opposed:** 0 **Absent:** 0 **Abstain:** 0

Motion Carried

d. Consider Adopting Resolution 2019-3 A Resolution of the Scotia Community Services District Board of Directors Recognizing, Honoring and Commending Gayle McKnight for Her Service as A Director for the Scotia Community Services District

BC read resolution in full. No public comment.

Date is incorrect. Change.

Motion: To Adopt Resolution 2019-3 A Resolution of the Scotia Community Services District Board of

Directors Recognizing, Honoring and Commending Gayle McKnight for Her Service as A Director for the Scotia Community Services District as amended.

Motion: Bristol **Second:** Pitcairn

Motion Vote:

Ayes: 5 Bristol, Newmaker, Pitcairn, Pryor, Sellen **Opposed:** 0 **Absent:** 0 **Abstain:** 0

Motion Passed

- e. Consider Adopting Resolution 2019-4 A Resolution of the Scotia Community Services District Board of Directors Recognizing, Honoring and Commending Rick Walsh for His Service as A Director for the Scotia Community Services District**

BC read resolution in full. No public comment.

Motion: To Adopt Resolution 2019-4 A Resolution of the Scotia Community Services District Board of Directors Recognizing, Honoring and Commending Rick Walsh for His Service as A Director for the Scotia Community Services District

No Public comment

Motion: Pryor **Second:** Bristol

Motion Vote:

Ayes: 5 Bristol, Newmaker, Pitcairn, Pryor, Sellen **Opposed:** 0 **Absent:** 0 **Abstain:** 0

Motion Passed

****RECESS for 5 Minutes 6:39PM – 6:44PM****

- f. Consider Adopting Resolution 2019-5 A Resolution of the Scotia Community Services District Board of Directors Amending the Injury & Illness Prevention Program**

GM introduced. Board Discussed.

No Public Comment

Motion: To Adopt Resolution 2019-5 A Resolution of the Scotia Community Services District Board of Directors Amending the Injury & Illness Prevention Program

Motion: Pitcairn **Second:** Sellen

Motion Vote:

Ayes 5 Bristol, Newmaker, Pitcairn, Pryor, Sellen **Opposed:** 0 **Absent:** 0 **Abstain:** 0

Motion Passed

- g. Consider Adopting Resolution 2019-6 A Resolution of the Scotia Community Services District Board of Directors Adopting A Debt Management Policy**

GM Introduced. This is a standard policy. Board discussed.

Motion: To Adopt Resolution 2019-6 A Resolution of the Scotia Community Services District Board of Directors Adopting A Debt Management Policy

Motion: Bristol **Second:** Pryor

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

Motion Passed

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: None

2. Board Director Reports: None

3. General Manager's Report:

Staffing is going well.

Mid-Year Budget presented at February Meeting.

Staff working on annual reports.

Back bathroom nearly complete.

SHN documents for grant writing process.

Pumps and valves @ wastewater treatment plant.

Parks & Recreation for the District will be administered in part by Board Clerk, Julie Hawkins.

Dispute between North Coast Fabricators and Friends of #9 – Waiting on dispute to be resolved for sidewalk repair.

4. Assistant General Manager: None

5. Special Counsel's Report: None

6. Engineer's Report: None

7. Fire Chief's Status Report:

Chief Broadstock reported on calls for service for 2018.

2018 SVFD Incident Report Jan 2018-Dec 2018 included.

Encampments in the Community Forest are a problem

LM and Chief Broadstock are drafting a letter to the Humboldt County Sheriff and Department of Fish and Wildlife that includes language from the Parks and Rec ordinance as well as District maps so they can enforce the ordinance and to help move encampments out.

8. Board Clerk Report: Reminder for ethics cert. Board Meeting Schedule for 2019.

Visioning Workshop for Museum Plaza to be held in Feb.

G. Board Training: Board Policy

H. ADJOURNMENT at 8:05 PM by President Paul Newmaker

Next Regular Meeting of the SCSD will be February 21, 2019 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 SCSD 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.

These minutes were approved by the Board of Directors of the Scotia Community Services District on February 21, 2019 at its duly-noticed regular meeting in Scotia, CA.

APPROVED:

Paul Newmaker

Paul Newmaker, President

Board of Directors

Scotia Community Services District

2/21/19
Date

ATTEST:

Julie A. Hawkins

Julie Hawkins, Board Clerk

Scotia Community Services District

2-21-19
Date

