

Minutes of the REGULAR Board Meeting for the
Scotia Community Services District
Thursday, March 21, 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 – Present

Scott Pitcairn, Director – Present

Susan Pryor, Director – Present

Nina Sellen, Director - Present

Newmaker, President – Present

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

B. SETTING OF AGENDA

Item E1h to be moved to follow E1b

C. CONSENT CALENDAR

1. Approval of Previous Meeting Minutes

February 21, 2019

2. Approval of February 1, 2019 – February 28, 2019 Check Registers

3. Approval of Planwest Partners Invoice

Motion: To approve the Consent Calendar

Motion: Pryor **Second:** Bristol

Motion Vote:

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

Motion Carried

D. PUBLIC COMMENT & WRITTEN COMMUNICATION

Submitted written communication from Frank Bacik

Several questions regarding the Humboldt Wind Energy Project. Staff and the Board explained that the presentation (Item E1b) would answer most questions and more time for questions will be available following the presentation.

E. BUSINESS

1. New Business –

a. Receive a presentation from Morgan Dodson regarding the 22 Trees Project

The 22 Trees project was developed to bring awareness to the daily rate of veteran suicides daily. Statistics show that 22 veterans commit suicide every day. HRC has donated the trees, all Redwoods.

Locations are needed, but soil and tree maintenance will be provided.

Plaques will be placed with each tree to explain their significance.

The GM stated that staff is supportive of the project.

The Board expressed their support and would like to move forward with finding locations and working with Ms. Dodson.

Motion: To Move Forward With the 22 Trees Project

Motion: Pitcairn **Second:** Newmaker

Motion Vote:

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

b. Receive a presentation from Natalynne DeLapp regarding the Humboldt Wind Energy Project

****THIS PRESENTATION IS FOR INFORMATIONAL PURPOSES ONLY****

Terra Gen is based in San Diego.

Potential Project Sites: Monument Ridge and Bear River Ridge. Project proposed to generate 155 MW of electricity. Different There are several different sizes and types of turbines that can be used to generate that amount of electricity. The type and size and height for this project has not yet been decided. The current project is anticipated to be an approximate 30-year power generation project. It may be re-powered at the end of 30 years. Power will be routed to the PG&E Bridgeville Substation – 24 miles for the project site- via overhead lines. Power may be sold to RCEA if they want to buy it, or it can be sold on the open market.

As of August 2018, the project scoping is complete. The lead agency is Humboldt County Planning Department. They are developing the Draft EIR. Once published, a 45-day review and comment period will open. Wildlife surveys have been ongoing. There are 18 agencies with oversight.

Ms. DeLapp explained some of the potential road work that may be necessary depending on the location and dimensions of the turbines used. Ms. DeLapp also discussed some potential benefits to the local economy through the creation of jobs.

Public Comment: Frank Bacik, Town of Scotia, discussed comments submitted previously to the District. Concerned that the greatest adverse effects fall on the community of Scotia. He expressed concerns about road widening, tree removal, habitat conservation plans, and timber harvest plans.

Jane Hartfor expressed concerns regarding property values – Ms. DeLapp will provide a study on the impact of property values near wind energy farms.

Another member of the public shared his interest and expressed similar concerns.

Board Directors asked questions and provided comments.

President Newmaker Adjourned the meeting for a five-minute recess at 6:34 PM and resumed the meeting at 6:39 PM

c. Resolution 2019-8 A Resolution of the Scotia Community Services Board of Directors to accept the independent audit report for May 25, 2017 - June 30, 2018

GM introduced and reviewed the staff report. Explained to the Board that it is recommended that they approve the audit so it can be submitted to the state.

Board discussed.

No public comment.

Motion: To Adopt Resolution 2019-8 A Resolution of the Scotia Community Services Board of Directors to accept the independent audit report for May 25, 2017 - June 30, 2018

Motion: Pitcairn **Second:** Sellen

Motion Vote:

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

Motion Carried

d. Resolution 2019-9 A Resolution of the Scotia Community Services Board of Directors Amending the Financial Management Policy

GM introduced staff report. Diane noted that mileage rate is incorrect on the form and that it should be amended. Board briefly discussed.

No public comment

Motion: To Adopt Resolution 2019-9 A Resolution of the Scotia Community Services Board of Directors Amending the Financial Management Policy with changes as proposed.

Motion: Pryor **Second:** Bristol

Motion Vote:

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

Motion Carried

e. Resolution 2019-10 A Resolution of the Scotia Community Services Board of Directors Amending the Board Policy

Board Clerk introduced & discussed staff report.

No public comment

Motion: To adopt Resolution 2019-10 A Resolution of the Scotia Community Services Board of Directors Amending the Board Policy

Motion: Bristol **Second:** Pitcairn

Motion Vote:

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

Motion Carried

f. Resolution 2019-11 A Resolution of the Scotia Community Services Board of Directors Adopting a Utility Billing Adjustment Policy

GM introduced and discussed staff report. Resident asked about types of leaks considered. District Engineer proposed a number of changes to the policy. Including changing "property-side leak" to "customer-side leak", clarifying that the policy is for treated water customers only, and a revision to the definition of "customer side leak" to read: "Customer-side leak" means any loss of water behind the public water meter on the private customer side of the meter. Changes will be made on the final policy.

No additional public comment

Motion: To Adopt Resolution 2019-11 A Resolution of the Scotia Community Services Board of Directors Adopting a Utility Billing Adjustment Policy.

Motion: Sellen **Second:** Newmaker

Motion Vote:

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

Motion Carried

g. Consider Authorizing the General Manager to Enter into an Agreement between Par Infinity and SCSD to Construct/Install a Disc Golf Course in the Scotia Community Forest

Board Clerk introduced. Board discussed. Board is supportive.

Motion: To authorize General Manager to enter into an Agreement between Par Infinity and SCSD to Construct/Install a Disc Golf Course in the Scotia Community Forest

Motion: Pitcairn **Second:** Bristol

Motion Vote:

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

Motion Carried

h. Mid-Year Budget Review

GM discussed how this review was developed – using QuickBooks report. Electrical was not reallocated amongst classes – that was changed with this budget amendment.

GM went on to explain entire staff report in detail. President Newmaker asked about the new truck that was proposed to be purchased this fiscal year following this budget review. GM explained that due to the clarifier break, the truck is not an option at this point.

No public comment

No action – informational item only

2. Old Business – None

F. REPORTS

1. President's Report:

Followed up regarding logs in Community Forest. GM reported that Brandon Wishneff (SCSD Operator) is going to try to pull them out.

2. Board Director Reports: None

3. General Manager's Report:

Treated water, raw water river pumps offline. They were connected to the control system and a valve broke – still determining which valve to use. For now, it is back on the old system.

Main road to the river bar is in bad shape. Brandon is likely getting a backhoe to repair that.

State reporting is complete. Except for the Consumer Confidence Report, which is set to be completed in April

Deep well pump has been repaired.

Primary clarifier broke. Staff has applied for FEMA assistance and is determining how to move forward with the repair even as we work towards an entirely new wastewater system.

The High Rock (Cal-Fire convict crew) did vegetation removal to keep within safety standards.

Staff handling gate opening now that we have taken over Parks and Recreation. The gate is only open when staff is there, currently from 7:30AM-4:00 PM. With longer days, staff is considering how to install some gate automation.

Staff is working on entering into an agreement for school bus parking with the school.

GM reported that she will be gone for two weeks starting March 29th through April 15th.

New Office ADA inspection completed for permit with the county, still need to remove handrails out front to get to the right height for ADA and a few other minor things.

4. Special Counsel's Report: None

5. Engineer's Report: None

6. Fire Chief's Status Report:

7. Board Clerk Report: CSDA training follow up

Reported that legal counsel is working on an agreement for the use of the baseball field and soccer field.

Special meeting to be held on Thursday 3/28/19

Reported that this meeting is likely my last meeting.

Board Training: None

G. ADJOURNMENT at 7:59 PM by President Newmaker

These minutes were approved by the Board of Directors of the Scotia Community Services District on April 18, 2019 at its duly-noticed regular meeting in Scotia, CA.

APPROVED:

Diane Bristol
Diane Bristol, Vice-President
Board of Directors
Scotia Community Services District

04-18-19
Date

ATTEST:

Jennifer McDonald
Jennifer McDonald, Board Clerk
Scotia Community Services District

04/18/19
Date

