

Minutes of the REGULAR Board Meeting for the
Scotia Community Services District
Thursday, December 19, 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 5:33 pm with the following directors in attendance:

Diane Black, Director - Present

Paul Newmaker, Director - Present

Scott Pitcairn, Director – Absent

Susan Pryor, Director – Present

Nina Sellen, Director – Present

Staff Present: Leslie Marshall, GM; Jennifer McDonald, Board Clerk

B. SETTING OF AGENDA

-No changes-

C. CONSENT CALENDAR

1. Approval of Previous Meeting Minutes

November 21, 2019

2. Approval of November 1 – November 30, 2019 Check Registers

3. Approval of Planwest Partners November Invoice

Public Comment.

-NO PUBLIC COMMENT-

Motion: To Approve Consent Calendar

Motion: Sellen **Second:** Newmaker

Motion Vote: Ayes- 4- Black, Newmaker, Pryor, Sellen **Opposed:** 0 **Absent:** 1 **Abstain:** 0

D. PUBLIC COMMENT & WRITTEN COMMUNICATION

Ted Vivatson from Eel River Brewery –

- In 2017 when TOS LLC transferred water and wastewater service to the SCSD a rate study was conducted by SHN to set the fee schedule. Mr. Vivatson claims the study has proven to be flawed and that the projected number for BOD and TSS were overestimated.
- The SHN study said BOD would be about 2300. But it comes in at 1100-1200 monthly.
- He feels that based on the EBUs, his business is paying water and sewer rates at nearly double what they should be.
- He asked that the Board and staff revisit the study and the rates to determine a cost that is more fair

GM in response to comment–

- The SCSD is in the process of conducting a Local Limits Study (LLS) for industrial discharges into the system. The LLS is executed by collecting preliminary samples will educate us on how to set up a pre-treatment program for our wastewater treatment system. It will set up limits for various discharges through industrial users of our system.

- The LLS will set up limits for those industrial users and effectively create a baseline for the district to monitor discharges and assess penalties if they exceed those limits.
- February Board meeting should have the results of the Local Limits Study. The district will be reaching out to each industrial discharger before the completion of this engineer produced report.
- The SCSD is not revisiting the fees within the master fee schedule through a Prop 218 process at this time however the LLS should reveal the BOD and TSS coming into the system and could change the BOD and TSS loading.

E. Public Hearing – NONE

F. BUSINESS

1. New Business –

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

Public Comment— **NONE**

Motion: To elect Paul Newmaker as President of the SCSD Board

Motion: Pryor **Second:** Black

Motion Vote: Ayes- 4- Black, Newmaker, Pryor, Sellen **Opposed:** 0 **Absent:** 1 **Abstain:** 0

Public Comment. – **NONE**

Motion: To elect Diane Black as Vice-President of the SCSD Board

Motion: Newmaker **Second:** Pryor

Motion Vote: Ayes- 4- Black, Newmaker, Pryor, Sellen **Opposed:** 0 **Absent:** 1 **Abstain:** 0

Public Comment. – **NONE**

Motion: To maintain appointment of signatories, Paul Newmaker and Susan Pryor for check, Redwood Capitol and Umpqua Banks

Public Comment. – **NONE**

Motion: Black **Second:** Sellen

Motion Vote: Ayes- 5- Black, Newmaker, Pryor, Sellen **Opposed:** 0 **Absent:** 1 **Abstain:** 0

b. Approve Board Meeting time/Schedule for the 2020 calendar year

Public Comment. – **NONE**

Motion: To Approve Board Meeting time/Schedule for the 2020 calendar year, maintaining the third Thursday of the month at 5:30 PM for the regularly scheduled meetings.

Motion: Pryor **Second:** Newmaker

Motion Vote: Ayes- 4- Black, Newmaker, Pryor, Sellen **Opposed:** 0 **Absent:** 1 **Abstain:** 0

c. First Reading Water Ordinance 2019-2 *An Ordinance of the Board of Directors of the SCSD Amending Ordinance 2015-2 Title II -Water Service* for SB 998 compliance

Public Comment. – **NONE**

First reading only, No action.

d. Adopt Resolution 2019-21 A Resolution of the Scotia Community Services District Board of Directors Revising the Master Fee Schedule.

Public Comment. – **NONE**

Motion: To Adopt Resolution 2019-21 A Resolution of the Scotia Community Services District Board of Directors Revising the Master Fee Schedule.

Motion: Black **Second:** Newmaker

Motion Vote: Ayes- 4- Black, Newmaker, Pryor, Sellen **Opposed:** 0 **Absent:** 1 **Abstain:**

e. Adopt Resolution 2019-22. A Resolution of the Scotia Community Services District Board of Directors Amending the Personnel Policies and Procedures

Public Comment. – **NONE**

Motion: To Adopt Resolution 2019-22. A Resolution of the Scotia Community Services District Board of Directors Amending the Personnel Policies and Procedures.

Motion: Newmaker **Second:** Black

Motion Vote: Ayes- 4- Black, Newmaker, Pryor, Sellen **Opposed:** 0 **Absent:** 1 **Abstain:**

f. CalOES Notification of Obligation and Update

Public Comment. – **NONE**

Informational only, no action.

g. Terra-Gen Update

Public Comment. – **NONE**

Informational only, no action.

2. Old Business – NONE

G. 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:**

- Discussion of commentary on the use of the soccer field by North Coast Paintball (from the Scotia Neighborhood Watch Facebook page) regarding impacts of traffic and possible speeding.
- The SCSD has advertised for a position of a Board Clerk/ Administrative Assistant.
- Community Member asked about the idea of volunteering time for the clean-up and repairs necessary to open up the museum plaza.
- GM feels that anything involved with heavy equipment will need to be done by district staff, but that we may solicit volunteers for replanting and general clean-up.
- Community member asked about the TOS homes for sale on 3rd street that appear to have had little to no work done to them.
- Director Pryor explained they are small homes priced for cash sales and TOS is motivated to get these homes sold so they can move onto the next phase.
- Corridor project 98% complete.
- River pump replacement mid-January.
- Phase 3 to begin in the Spring.
- Director Pryor inquired about the REC Solar project.
- GM explained that the subcontractors asking for a premium price on floating solar so a PPA is not looking likely and if we choose, we can begin to solicit proposal from other solar companies.

4. **Special Counsel's Report:** None

5. **Engineer's Report:** None

6. **Fire Chief's Status Report:** None

7. **Board Clerk Report:** None

ADJOURNMENT at 6:47 PM by President Paul Newmaker

Next Regular Meeting of the SCSD will be January 16, 2020 at 5:30 PM. A Special meeting may be held prior to that.

Approved:

Paul Newmaker

Paul Newmaker, President

Board of Directors

Scotia Community Services District

1/16/20

Date

Attest:

Jennifer McDonald

Jennifer McDonald, Board Clerk

Scotia Community Services District

01/16/2020

Date