

Minutes of the REGULAR Board Meeting for the  
Scotia Community Services District  
Thursday May 21, 2020 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** via teleconference with the following directors in attendance:

Diane Black, Vice President – Present

Paul Newmaker, President– Present

Scott Pitcairn, Director – Present

Susan Pryor, Director – Present

Nina Sellen, Director – Present

Staff Present: Leslie Marshall, General Manager, Jennifer McDonald, Board Clerk, Amanda Uhrhammer, Legal Counsel

**B. SETTING OF AGENDA**

-No changes but Board Clerk noted a change in the numbering of the Ordinances 2020-2 and 2020-3. Original packet emailed had them numbered as 2020-1 and 2020-2.

**C. CONSENT CALENDAR**

1. Approval of Previous Regular Meeting Minutes: April 16, 2020
2. Approval of Previous Special Meeting Minutes: April 23, 2020
3. Approval of April 1, 2020—April 30, 2020 RCB Check Registers
4. Approval of April 1, 2020—April 30, 2020 Umpqua Check Registers
5. Approval of RCB Mastercard Statement: March 9, 2020—April 7, 2020
6. Approval of Umpqua Visa Statement: April 1, 2020—April 30, 2020
7. Approval of Planwest Partners Invoice: April 2020

**Public Comment** —None—

**Motion:** To Approve Consent Calendar

**Motion:** Pryor **Second:** Pitcairn

**Motion Vote:** Ayes (5) Black, Newmaker, Pitcairn, Pryor, Sellen Opposed: 0 Absent: 0 Abstain: 0

**D. PUBLIC COMMENT & WRITTEN COMMUNICATION**

- Board Clerk entered public comment on behalf of a resident who could not be in attendance for the meeting but who had contacted staff regarding the pedestrian access point to Fireman’s Park (at the automated gate at the Carpenter’s Shop). The resident has a small child and is unable to fit her stroller through the narrow opening, requiring her to remove the child and collapse the stroller to get through. This has been problematic for her, so she contacted staff to discuss it. The automated vehicle gate is temporarily closed due to shelter in place and bollards in place for pedestrian access are designed to keep out motorcycles and ATVs and would be costly to remove. Because the closure is temporary GM and staff agree that it is not feasible to make a

change currently.

- GM discussed a letter from the Division of Dam Safety regarding amendments to protocols in risk management approach to dam regulation. Dams are rated according to their risk level. Because there are homes located below the log pond the Scotia dam is considered to be high risk. There could be further regulations and the DDS will be working more closely with dam owners for repairs etc.

**E. Adjourn to Closed Session**

1. Call to Order
2. Roll Call
3. Government Code §54956.9; Discuss pending litigation with District Legal Counsel
4. Closed session discussion

**F. Adjourn to Open Session**

1. Legal Counsel reported out of closed session and direction to staff was given

**G. Public Hearing**

— None—

**H. BUSINESS**

**1. New Business –**

- a.** First reading and consider adoption of Ordinance 2020-2: An Ordinance of the Board of Directors of the Scotia Community Services District Amending Ordinance 2019-2 Title II – Water Service

**Public Comment** —None—

—No motion, first read and discussion only—

- b.** First reading and consider adoption of Ordinance 2020-3: An Ordinance of the Board of Directors of the Scotia Community Services District Amending Ordinance 2015-3 Title III – Wastewater Service

**Public Comment** —None—

—No motion, first read and discussion only—

- c.** Consider Adopting Resolution 2020-7 A Resolution of the Scotia Community Services District Board of Directors Amending the Scotia Community Services District FY 2020-2021 Master Fee Schedule

**Public Comment** —None—

**Motion:** Adopt Resolution 2020-7 A Resolution of the Scotia Community Services District Board of Directors Amending the Scotia Community Services District Master Fee Schedule FY 2020-2021

**Motion:** Black **Second:** Newmaker

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

d. Consider Adopting Resolution 2020-8: A Resolution of the Scotia Community Services District Board of Directors Signing the California Water/Wastewater Agency Response Network (CalWARN) 2007 Omnibus Mutual Assistance Agreement

**Public Comment** —None—

**Motion:** Adopt Resolution 2020-8: A Resolution of the Scotia Community Services District Board of Directors Signing the California Water/Wastewater Agency Response Network (CalWARN) 2007 Omnibus Mutual Assistance Agreement

**Motion:** Pitcairn **Second:** Sellen

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

e. Consider approving the use of Carpenter’s Field for use by the Eel River Kings for practices only during Phase 2 of Humboldt County reopening

**Public Comment**—D.J. Cleek, Assistant Coach for the Eel River Kings, spoke about gaining Board approval to open the Carpenter’s Field back up to the Eel River Kings for practices during “Phase 2” of Humboldt County re-opening. At a minimum they would like to gain access to the main automotive gate (at Carpenter’s Field) to conduct field maintenance.

**Motion:** To resume use of Carpenter’s Field by the Eel River Kings use of the field contingent upon a safety plan approved by Humboldt County Public Health or general reopening of County Parks and Rec facilities for the purpose of team sports

**Motion:** Black **Second:** Pryor

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

f. FY 2020-2021 Draft Budget Review #2

**Public Comment** —None—

—No motion, second read and discussion only—

## 2. Old Business – NONE

### H. REPORTS

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

#### 1. President’s Report:

- James Kohnen scholarship was awarded to the District for attendance for the Board President to attend the SDLF Conference in Lake Tahoe in September.

#### 2. Board Director Reports:

- Little Library is constructed and ready for Brandon to install on the vacant lot in front of the District Office (Director Pryor).

### **3. General Manager's Report:**

- Boulders have been placed on park roads and in the areas near the Rio Dell Bridge to discourage reckless driving and homeless encampments.
- Winema Theater roof replacement has been approved and we are awaiting the permits from the County to commence the work. historical design review and agreement is in place. Separate historical design review for the pest exclusion and foundation work that need to be completed will also have to be conducted.
- Carpenter's Shop roof is undergoing historical assessment by a sub-contractor, William rich and Associates.
- GM met with Steve Coppini, Ferndale wastewater operator regarding a part-time position for him at the SCSD to assist Brandon rather than utilizing a mutual aid agreement as previously discussed.
- PG&E bill will likely come to the Board for payment approval next month as there were six different main breaks causing a great deal of pumping to be conducted during PG&E's peak billing times.
- Looking for bids from different insurance companies because our rates are skyrocketing due to our risk pool being associated with increased risk of wildfires in California.
- Steve Tyler is working on a Water Supply Cross Connection Control Ordinance for District implementation.
- We just completed all the backflow testing in town for the Commercial owner/tenant properties.
- We are seeking funding for a backup generator so that we may conduct pumping to maintain crucial town water supply in the event of power failures or outages.
- Advertised a full-time operator position in addition to the part-time staffing of Steve Coppini.
- Dam Safety inspection occurred this month. Lakhbir Singh is retiring and will be replaced by Michelle Lockhart.
- Stage 3 of the Corridor Project has begun
- New river pumps to arrive in two weeks
- Phase 3 of subdivision project to begin in June

### **4. Special Counsel's Report: none**

### **5. Engineer's Report: n/a**

### **6. Fire Chief's Status Report: n/a**

### **7. Board Clerk Report:**

- Reminded President Newmaker that his Ethic Certificate will be expiring June 2020. BC will be in touch about renewing that.
- We have four Board members up for re-election this year. The District has switched from odd numbered years elections to even numbered years elections. BC will be in touch with the Board Directors regarding that process and submission to Humboldt County Office of Elections.

## **J. BOARD TRAINING**

- a. Legal Counsel Amanda Uhrhammer conducted an abridged version of the Brown Act Training for the Board members

## **K. ADJOURNMENT at 7:40 PM by Paul Newmaker**

Next Regular Meeting of the SCSD will be June 18, 2020 at 5:30 PM. A Special Meeting, may be held prior to that.

Approved:



Paul Newmaker, President

Board of Directors

Scotia Community Services District

6-18-20

Date

Attest:



Board Clerk

Scotia Community Services District

6/18/2020

Date