

Minutes of the REGULAR Board Meeting for the
Scotia Community Services District
Thursday, December 17, 2020 at 5:30 P.M.

A. CALL TO ORDER/ ROLL CALL PLEDGE OF ALLEGIANCE at 5:32 PM

Diane Black, Vice President – Present

Paul Newmaker, President– Present

Susan Pryor, Director – Present

Nina Sellen, Director – Present

Incoming Director Ansted - Present

Staff Present: Leslie Marshall, General Manager; Julie Hawkins, Board Clerk

Other persons present: Barbara Guest of Anderson, Lucas, Somerville & Borges, LLP

B. SETTING OF AGENDA The Board may adopt/revise the order of the agenda as presented

Moving closed session item until after Business so Director Ansted can participate.

Moving calendar item to after audit (item H1c)

C. CONSENT CALENDAR Consent Calendar items are routine, to be acted upon by the Board of Directors at one time without discussion. If any Board member, staff member, or interested person requests that an item be removed from the Consent Calendar, it shall be moved so that it may be acted upon separately in business.

1. Approval of Previous Meeting Minutes—Regular Meeting November 19, 2020
2. Approval of October 1-October 31, 2020 RCB Check Registers
3. Approval of October 1-31,2020 Umpqua Check Registers
4. Approval of November 1- November 30, 2020 RCB Check Registers
5. Approval of November 1- November 30, 2020 Umpqua Check Registers
6. Approval of RCB Mastercard Statement— Closing Date November 6th, 2020
7. Approval of RCB Mastercard Statement— Closing Date December 8th, 2020
8. Approval of Umpqua Visa Statement— Closing date October 30, 2020
9. Approval of Umpqua Visa Statement— Closing Date November 30, 2020
10. Approval of Planwest Partners Invoice— November 2020
11. Board Director Stipends

No public comment

Motion: To Approve Consent Calendar

Motion: Pryor Second: Newmaker

Motion Vote: Ayes All – Black, Newmaker, Pryor, Sellen Opposed: None Absent: None

Abstain: None

D. PUBLIC COMMENT & WRITTEN COMMUNICATION

No public comment or written communication from the public prior to the meeting.

E. ADJOURN TO CLOSED SESSION at 6:18 PM *Item moved to after Business

1. Call to Order
2. Roll Call

Diane Black, Vice President – Present

Paul Newmaker, President– Present

Susan Pryor, Director – Absent (Director Pryor excused herself from the meeting at 6:16 PM)

Nina Sellen, Director – Present

Delia Ansted, Director - Present

3. Government Code §54956.9; Discuss pending litigation with District Legal Counsel
4. Closed session discussion

F. ADJOURN TO OPEN SESSION at 6:46 PM

1. Report out of closed session

Direction was given to staff.

G. PUBLIC HEARING - None

H. BUSINESS

1. New Business

a. Swear in Returning Board Members Appointed in Lieu of Election and New Board Member Appointed Pursuant to District

Board Clerk conducted the oaths of office for each director.

No Public Comment

b. Election of Board Officers and Appointment of Signatory(s) (2 Motions)

Board discussed and determined that the Board Officers and Signatories should remain the same.

No Public Comment

Motion: To Appoint Paul Newmaker as President

Motion: Pryor Second: Sellen

Motion Vote: Ayes All – Ansted, Black, Newmaker, Pryor, Sellen **Opposed:** None **Absent:** None

Abstain: None

Motion: To Appoint Diane Black as Vice President

Motion: Newmaker **Second:** Pryor

Motion Vote: Ayes All – Ansted, Black, Newfmaker, Pryor, Sellen **Opposed:** None **Absent:** None

Abstain: None

Motion: To Keep Signatories as they currently are.

Motion: Black **Second:** Sellen

Motion Vote: Ayes All – Ansted, Black, Newfmaker, Pryor, Sellen **Opposed:** None **Absent:** None

Abstain: None

c. Approve 2021 Calendar Year Board Meeting Schedule

Board Discussed and approved.

No Public Comment

Motion: To Approve 2021 Calendar Year Board Meeting Schedule

Motion: Pryor **Second:** Black

Motion Vote: Ayes All – Ansted, Black, Newfmaker, Pryor, Sellen **Opposed:** None **Absent:** None

Abstain: None

d. Draft FY 2019-2020 Audit Presentation by Barbara Guest of Anderson, Lucas, Somerville & Borges, LLP

Barbara Guest presented the Draft Audit for FY 2019-2020. Barbara explained that this audit went smoothly because during this fiscal year there weren't any asset transfers. There were no questions from the GM or the Board. The final audit will be presented at the January meeting for approval.

No public comment

Motion: To Accept draft audit for FY 2019-20 and approve for final audit.

Motion: Black **Second:** Newmaker

Motion Vote: Ayes All – Ansted, Black, Newfmaker, Pryor, Sellen **Opposed:** None **Absent:** None

Abstain: None

e. Release the Scotia Soccer Field ADA Improvements Bid Package for Bidding and Quotations

LM introduced. The Board discussed.

We hope to get three bids, but that is not a requirement, just an internal preference.

No public comment

Motion: To Approve Plans and Bid Specifications, and Authorize Bid Advertisement for the Soccer Field ADA Accessibility Improvement Project.

Motion: Newmaker **Second:** Black

Motion Vote: Ayes All – Ansted, Black, Newfmaker, Pryor, Sellen **Opposed:** None **Absent:** None

Abstain: None

Director Pryor left at 6:16 PM

I. Old Business – None

J. REPORTS

(5 minutes each)

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:

-Corridor project is moving ahead. Concrete work was started. Work on the 6th street sewer and storm drainage will take place this week.

-Pump automation will be done by Portland Construction.

-Filter inspection is complete. It is meeting state standards but not in as good shape as they had hoped. More media is needed and it will be ordered. The report is due by 12/31/20.

-Tesla: No word

-CalOES: No word on grant

-PG&E: No word on meter

-FEMA Closeout: waiting to be assigned a closeout analyst

-Starting discharge on 12/1, stopping 12/31 for vegetation removal.

-Responded to state re NPDES, working with legal on response.

-Sub for McMurray and sons started demo on the carpenter roof. Asbestos removal is expected to take 3 weeks, plus 3 weeks for the roof replacement, in total the project is expected to take 9 weeks. No tarp was placed on the roof so a lot of rain fell into the open hole in the roof into the carpenter shop. They will be coming out to close up the hole with tarps and repair any damage done.

-Museum roof: Rain catchment and interim mitigation being done until roof replacement in early spring. Bat exclusion scheduled for early January.

- Baseball restrooms: Precast restrooms – county requiring flood proof doors which increased the project cost estimate by \$38,000. Total estimated cost for project is \$135,000. Budgeted \$250,000.

-Museum: Possibility that we will be able to get grants for new audio equipment for the theater. VP Black asked about the condition of the theater audio system. LM reported that it has been inspected by Sound Advice and they said they had been destroyed by rats.

-CCC was contacted for vegetation removal for the disc golf course. We're looking at a "public facilities" grant that could potentially fund the disc golf course.

-No response yet on our COVID-19 grant. They are still reviewing grants. We hope to get a response by 12/31/20.

4. Board Clerk's Report: None

5. 5.District Counsel's Report: None

6. Engineer's Report: None

7. Fire Chief's Report: None

K. BOARD TRAINING – Tabled to a special meeting to be held 1/7/2020.

Motion: To table training to a special meeting.

Motion: Black Second: Ansted

Motion Vote: Ayes All – Ansted, Black, Newmaker, Sellen Opposed: None Absent: Pryor Abstain: None

L. ADJOURNMENT @ 7:13 PM by President Newmaker

Approved:

Paul Newmaker

Paul Newmaker, President

Board of Directors

Scotia Community Services District

Date

1/21/21

Attest:

[Signature]
Board Clerk for Julie Hawkins

Scotia Community Services District

Date

1/21/2021