

Minutes of the REGULAR Board Meeting for the  
Scotia Community Services District  
Thursday, June 16, 2022 at 5:30 P.M.

**A. CALL TO ORDER/ ROLL CALL/ PLEDGE OF ALLEGIANCE at 5:30 PM**

Paul Newmaker, President– Present

Diane Black, Vice President – Present

Delia Ansted, Director – Present

Susan Pryor, Director – Present

Nina Sellen, Director – Present

Leslie Marshall, GM; Julie Hawkins, Board Clerk; Scott MacLeran, District Legal Counsel

**B. SETTING OF THE AGENDA**

Table the Public Hearing Items G1 and G2 until a special meeting next week, June 23, 2022

**C. CONSENT CALENDAR**

1. Approval of Previous Meeting Minutes—Regular Meeting May 26, 2022
2. Approval of RCB Check Registers May 1-31, 2022
3. Approval of Umpqua Check Registers May 1-31, 2022
4. Approval of RCB Mastercard Statement – April Statement
5. Approval of Umpqua Visa Statement – April Statement
6. Approval of Planwest Partners Invoice— May 2022
7. Board Director Stipends

President Newmaker presented, no board discussion. No public comment.

**Motion:** To Approve Consent Calendar

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

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

**Abstain:** None

**D. PUBLIC COMMENT & WRITTEN COMMUNICATION**

No formal public comment or written communication received prior to the meeting.

**E. ADJOURN TO CLOSED SESSION - None**

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

**F. ADJOURN TO OPEN SESSION - None**

- a. Report out of closed session

**G. PUBLIC HEARING – TABLED UNTIL 6/23/2022 @ 5:30 PM.**

1. Consider Adoption of Resolution 2022-6 A Resolution of the Scotia Community Services District to Adopt Final Budget for Fiscal Year 2022 -2023
2. Benefits Assessments Annual Reports
  - a. Storm Drainage
  - b. Streets and Street Lighting
  - c. Parks & Recreation

**H. BUSINESS**

**1. New Business –**

- a. Second Reading and Consider Adoption of Ordinance -2022-4: An Ordinance of the Scotia Community Services District Board of Directors Adopting Title X - Prohibition Of Water Theft

President Newmaker introduced and District GM reviewed the staff report. This ordinance establishes rules & regulations for tampering with or stealing District infrastructure & water. No changes since last meeting. Second reading was waived at the 5/26/22 board meeting.

**Motion:** Adopt Ordinance -2022-4: An Ordinance of the Scotia Community Services District Board of Directors Adopting Title X - Prohibition Of Water Theft by reading of title only.

**Motion:** Sellen **Second:** Black

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

**Abstain:** None

**Motion:** Adopt Ordinance -2022-4: An Ordinance of the Scotia Community Services District Board of Directors Adopting Title X - Prohibition Of Water Theft.

**Motion:** Newmaker **Second:** Pryor

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

**Abstain:** None

- b. Adopt Resolution 2022-7: A Resolution of the Scotia Community Services District Adopting a Consumer Price Index Rate Increase for FY 2022-2023

President Newmaker introduced, District General Manager reviewed staff report and explained. Board discussed. No public comment.

**Motion:** Adopt Resolution 2022-7: A Resolution of the Scotia Community Services District Adopting a Consumer Price Index Rate Increase for FY 2022-2023

**Motion:** Sellen **Second:** Pryor

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

**Abstain:** None

- c. Adopt Resolution 2022-8: A Resolution of the Scotia Community Services District Amending the FY 2022-2023 Master Fee Schedule

President Newmaker introduced. District General Manager reviewed staff report. Board discussed. No public comment.

**Motion:** Adopt Resolution 2022-8: A Resolution of the Scotia Community Services District Amending the FY 2022-2023 Master Fee Schedule

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

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

**Abstain:** None

- d. Adopt Resolution 2022-9: A Resolution Of The Scotia Community Services District Board Of Directors Making Findings And Denying The Appeal Filed By Kent Sawatzky Regarding Delinquent Account Status (regarding Appeals Hearing 151-153 Main Street)

This item is continued to the next regular meeting of the SCSD Board of Directors per the request of Mr. Kent Sawatzky. Board discussed. No public comment.

**Motion:** Direct staff to reopen the appeals hearing and continue item D to the July 21, 2022 board meeting.

**Motion:** Pryor **Second:** Sellen

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

**Abstain:** None

- e. Adopt Resolution 2022-10: A Resolution Of The Scotia Community Services District Board Of Directors Establishing Procedures For Administrative Appeal Hearings

President Newmaker introduced, District GM reviewed staff report and explained item. Changes to be made include numbering error and changing the word supervisors to directors. Board discussed. No public comment.

**Motion:** To Adopt Resolution 2022-10: A Resolution of The Scotia Community Services District Board Of Directors Establishing Procedures For Administrative Appeal Hearings with changes.

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

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

**Abstain:** None

Board took a short recess from 6:22pm to 6:24pm

- f. Review SHN Consulting Engineers & Geologists Inc. (SHN) Services Agreement Addendum with Scotia Community Services District

President Newmaker introduced and District General Manager reviewed the staff report. Board discussed. No public comment.

**Motion:** Authorize the General Manager to sign the attached SHN Services Agreement Addendum

**Motion:** Sellen **Second:** Pryor

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

**Abstain:** None

- g. Approve SDRMA annual invoice for SDRMA Property and Liability Insurance

President Newmaker introduced and District General Manager reviewed the staff report. Board discussed. District staff attempted to find less expensive alternatives for the same coverage but was unable to do so. No public comment.

**Motion:** Approve the SDRMA Invoice *and* direct staff to submit payment.

**Motion:** Ansted **Second:** Black

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

**Abstain:** None

- h. LAFCo Election Ballot

President Newmaker introduced and District General Manager reviewed the staff report. Board discussed.

**Motion:** Cast a ballot for David Couch to fill the available Regular Special District Member seat on the Humboldt LAFCo Board of Commissioners

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

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

**Abstain:** None

**Motion:** Cast a ballot for Troy Nicolini to fill the available Alternate Special District Member seat on the Humboldt LAFCo Board of Commissioners.

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

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

**Abstain:** Ansted.

- i. As a Result of a Local Emergency, Authorize Remote Teleconference Meetings of the Scotia Community Services District Pursuant to Brown Act Provisions (AB361)

President Newmaker introduced, District General Manager reviewed the staff report. Board Discussed. No public comment.

**Motion:** As a result of a local emergency, The Scotia CSD Board authorizes hybrid meetings of the legislative bodies of Scotia Community Services District pursuant to Brown Act provisions for the July 2022 regular Board meeting, and any special meetings.

**Motion:** Newmaker **Second:** Pryor

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

**Abstain:** None

## **2. Old Business – None**

## **I. REPORTS**

(5 minutes each)

### **1. President's Report: None**

### **2. Board Director Reports:**

-Director Pryor reported that the Chamber of Commerce is putting up a mural in Rio Dell.

-Director Pryor reported that there are American Flags available for display in Scotia - pvc pipe will need to be installed in the ground to hold the flag – inquires as to whether or not we can do this. Let Director Pryor know.

-Vice President Black reports that the theater looks nice.

-Inquiry about a bench removal – GM reports that it was vandalized and broken.

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

-Deike provided LM with and update on the river pumps agreement that expired in May 2022. Mr. Deike will present to the board at the July meeting.

- HRC easement language received from them. TOS & SCSD legal counsels worked together to draft language to send back to HRC.

-Response received from the Great Redwood Trails Authority with draft easement rights. They need it back today or tomorrow to make it onto the June meeting agenda – this is too tight a deadline. Legal will review and we will likely going to go on their July meeting agenda.

-CalTrans easement – there is some confusion with the easement. This will be clarified with leagal counsel.

- New pump and motor delivery date was updated to today – not sure if it actually arrived. Will be installed 6/20/2022. Emergency backup is onsite. TOS will refurbish the broken motor and pump so the district has them onhand in the future for emergencies.





- Log pond dam seepage was repaired.
- MMPs still moving forward – there are some changes that have been received from the state that LM does not agree with, so changes will be sent back to the state. This will likely go on the August meeting agenda.
- Parks and Recreation: planning to renting firemans park again starting on July 1<sup>st</sup>. Renters will be required to provide their own restrooms.
- Approached by two entities for use of Soccer and baseball field facilities. Contracts have not been formalized.
- Whitchurch engineers are working with the bidder Adams general contracting on the baseball field restrooms. Working on structure that will meet county requirements.
- Museum ADA upgrade – permit received from the county. Will get out to bid in June or July.
- Need to seek an easement with the owner of 500 B street, the old medical building, in order to tie in to the gas service with PG&E – the owner is aware that an easement will be requested and seems open to it.
- Encampment found at Fireman's Park this evening. They have been contacted by the Sheriff and will be required to move by Monday or they will be removed.
- Garage evictions are moving forward – increasingly difficult. John Broadstock is making progress with the Department of Health and Human Services regarding human waste issue.
- Theater project is at the drafter and Whitchurch is working with them. Finalized drawings, finalizing other documents and then it will hopefully be submitted by the end of this summer
- Museum Park update: Director Ansted connected LM with Hilfiker Construction in Eureka – they do ADA compliant concrete picnic tables and benches. Chamber is doing a project with different kiosks that will feature historical photographs. One will be placed where the old steam donkey which will have professionally mounted historical photos. Still want to include native drought tolerant plants in the planter area. Board discussed possibilities

4. **Board Clerk's Report:** None

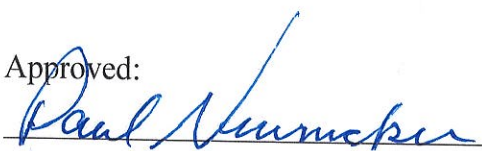
5. **District Counsel's Report:** None

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

J. **BOARD TRAINING:** None

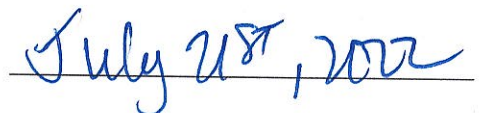
K. **ADJOURNMENT at 7:31 PM**

Approved:



Paul Newmaker, President

Date







Board of Directors

Scotia Community Services District

Attest:

Amber Sundell  
Board Clerk For Julie Hawkins  
Scotia Community Services District

Date July 21<sup>st</sup>, 2022

