

Minutes of the Regular Board Meeting for the
Scotia Community Services District
Thursday, September 15, 2022 at 5:30 P.M.

A. CALL TO ORDER/ ROLL CALL/ PLEDGE OF ALLEGIANCE at 5:34 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

Member(s) of the Public: Kent Sawatzky (Left meeting at start of Closed Session)

B. SETTING OF THE AGENDA

Table Items H1a, H1b, H1d, H1h, H1i, and J. Move item H1e to before Closed Session

C. CONSENT CALENDAR

1. Approval of Previous Meeting Minutes – Regular Meeting July 21, 2022 - Updated
2. Approval of Previous Meeting Minutes – Regular Meeting August 18, 2022
3. Approval of RCB Check Registers August 1-31, 2022
4. Approval of Umpqua Check Registers August 1-31, 2022
5. Approval of RCB Mastercard Statement – July Statement
6. Approval of Umpqua Visa Statement – July Statement
7. Approval of Planwest Partners Invoice — August 2022

No Board discussion. No public comment

Motion: To Approve Consent Calendar

Motion: Sellen **Second:** Pryor

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

D. PUBLIC COMMENT & WRITTEN COMMUNICATION –

None received prior to the meeting. No public comment.

E. ADJOURN TO CLOSED SESSION at 5:45 PM

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

F. ADJOURN TO OPEN SESSION at 6:50 PM

- a.** Report out of closed session

Closed session will continue later in the meeting.

G. PUBLIC HEARING – None

H. BUSINESS

New Business –

1. New Business -

- a.** Adopt Ordinance 2022-6 An Ordinance of the Scotia Community Services District Board of Directors Amending Ordinance 2022-3 Title II – Water Service

Item Tabled

- b.** Adopt Ordinance 2022-7 An Ordinance of the Scotia Community Services District Board of Directors Amending Ordinance 2021-6 Title III – Wastewater Service

Item Tabled

- c.** Adopt Resolution No. 2022-12: A Resolution of the Scotia Community Services District Board of Directors Amending the FY 2022/2023 Master Fee Schedule

President Newmaker introduced. LM explained that the Board has seen this item before but the Resolution was not included. The Board needs to pass this item with the Resolution attached. No Board discussion. No public comment.

Motion: Adopt Resolution No. 2022-12: A Resolution of the Scotia Community Services District Board of Directors Amending the FY 2022/2023 Master Fee Schedule

Motion: Newmker **Second:** Black

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

- d.** Adopt Resolution No. 2022-15: A Resolution of the Scotia Community Services District Board of Directors Amending the FY 2022/2023 Master Fee Schedule

Item Tabled

- e.** Adopt Resolution No. 2022-16: A Resolution of the Scotia Community Services District Board of Directors Recognizing, Honoring And Commending Tim Stack For His Service to the Scotia Community Services District

LM introduced. JH read the resolution. Mr. Stack made comments. No public comment.

Motion: Adopt Resolution No. 2022-16: A Resolution of the Scotia Community Services District Board of Directors Recognizing, Honoring and Commending Tim Stack For His Service to the Scotia Community Services District

Motion: Black **Second:** Pryor

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

- f. Approve and Authorize Board President to sign a Letter to the Humboldt County Board of Supervisors Recommending Candidates for Appointment to Three Seats for the Scotia CSD Board of Directors per GC §10515(b)

President Newmaker introduced, LM reviewed the staff report. Note, code referenced should be *Elections Code (EC)*, not Gov. Code (GC) Board made 3 motions to nominate individuals to fill upcoming vacant seats on the SCSD Board of Directors.

Motion: Nominate Delia Ansted for SCSD Board of Directors

Motion: Newmaker **Second:** Pryor

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

Motion: Nominate Paul Newmaker for SCSD Board of Directors

Motion: Black **Second:** Ansted

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

Motion: Nominate Nina Sellen for SCSD Board of Directors

Motion: Pryor **Second:** Newmaker

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

Motion: Approve and Authorize Board President to sign a Letter to the Humboldt County Board of Supervisors Recommending Candidates for Appointment to Three Seats for the Scotia CSD Board of Directors per EC §10515(b)

Motion: Pryor **Second:** Sellen

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

- g. Presentation by Directors Ansted and Sellen Regarding the Museum Landscaping Project, Reporting out on meeting with landscaping groups, and Direction to Staff

Directors Sellen and Ansted presented their findings from a recent meeting with the California Native Plant Society. Board discussed and LM made comments regarding the costs of certain items for board consideration. Board will take action on this item at an upcoming meeting.

No public comment.

- h. Review and Approve Town of Scotia Corridor Closeout Documents

- a. Irrevocable Offer of Dedication, Grant of Easement Deed, and Highway 101 Easement
- b. HRC Corridor Easement

- c. GRTA Easement
- d. SCSD Certificate of Acceptance

Item Tabled

- i. Adopt Resolution 2022-15: A Resolution of the Scotia Community Services District Accepting Corridor and River Pumps Infrastructure Ownership and Maintenance Responsibility
 - a. Final Corridor Project Record Drawings
 - b. Well Cleaning Maintenance Agreement
 - c. Wahlund Warranties

Item Tabled

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

No Board discussion. No public comment

Motion: As a Result of a Local Emergency, Authorize Hybrid Meetings of the Scotia Community Services District Pursuant to Brown Act Provisions (AB361)

Motion: Newmaker **Second:** Black

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

2. Old Business – None

I. REPORTS –

1. **President’s Report:** None

2. **Board Director Reports:** None

3. **General Manager’s Report:** LM spoke with state and SHN re: application submittal for the water treatment plant replacement and gave an update. Anticipating a full grant including: Treatment plant replacement, tank rehabilitation, and river pump backup generator funding.

Sewer treatment application is also under review.

Parks and Recreation:

-Gate fixed – there was a programming issue. Cost was \$100.

- Bathrooms Update: Does not look like county will permit a new structure without a flood certificate. Will bring to the board next month.

-Approved purchase of lawn mower and trailer (field mower)

Special Meeting next week for opening bids 9/22/22

Theater is in final stages of design. It will need to have a historical assessment completed for submittal to county for permit. Will need to go to design review.

Posted maintenance position this week. Four applications received. Will leave posting open for a little while longer. Job is part-time, non-benefited.

4. **Board Clerk's Report:** None
5. **District Legal Counsel's Report:** None
6. **Engineer's Report:** None

ADJOURN TO CLOSED SESSION at 7:44 PM

Call to Order

Roll Call

Government Code §54956.9; Discuss anticipated litigation with District Legal Counsel

Closed session discussion

ADJOURN TO OPEN SESSION at 7:50 PM

Report out of closed session

Pursuant to GC section 54957.1(a)(3), approval has been given to District legal counsel of a settlement of pending litigation. As the settlement has not been formally signed by the opposing party, upon request by any person, the District shall disclose the fact of the approval, and identify the substance of the agreement as soon as the settlement becomes final. The vote was 5-0 in support.

J. BOARD TRAINING: Rosenberg's Rules of Order (Tabled)

K. ADJOURNMENT at 7:51 PM

Approved:



Diane Black Vice- President

Board of Directors

Scotia Community Services District

Date 10/20/2022

Attest:



Board Clerk *for Julie Hawkins*

Scotia Community Services District

Date 10/20/2022

