

Minutes of the Regular Board Meeting for the
Scotia Community Services District
Thursday, November 17, 2022 at 5:30 P.M.

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

Paul Newmaker, President– Absent

Diane Black, Vice President –

Delia Ansted, Director –

Susan Pryor, Director –

Nina Sellen, Director –

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

B. SETTING OF THE AGENDA

No Changes

C. CONSENT CALENDAR

1. Approval of Previous Meeting Minutes – Regular Meeting October 20, 2022
2. Approval of Previous Meeting Minutes – Special Meeting November 3, 2022
3. Approval of RCB Check Registers October 1-31, 2022
4. Approval of Umpqua Check Registers October 1-31, 2022
5. Approval of RCB Mastercard Statement – September Statement
6. Approval of Umpqua Visa Statement – September Statement
7. Approval of Planwest Partners Invoice — October 2022

No public comment

Motion: To Approve Consent Calendar

Motion: Sellen **Second:** Ansted

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

D. PUBLIC COMMENT & WRITTEN COMMUNICATION –

None

E. ADJOURN TO CLOSED SESSION - NONE

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 - NONE

a. Report out of closed session

G. PUBLIC HEARING – None

H. BUSINESS

New Business –

1. New Business -

a. Presentation and review of Draft FY 2021/22 Audit by Anderson, Lucas, Somerville & Borges, LLP

LM introduced. Board received a brief presentation from Barbara Guest of Anderson, Lucas, Somerville & Borges. Board discussed and asked questions.

No public comment.

Motion: Approve the Draft Audit for Fiscal Year 2021/2022 for the Scotia Community Services District for finalization.

Motion: Pryor **Second:** Sellen

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

b. Second Reading and Consider Adoption of Ordinance 2022-6 An Ordinance of the Scotia Community Services District Board of Directors Amending Ordinance 2022-3 Title II – Water Service

LM introduced and reviewed staff report.

No changes since first reading, no board discussion.

No public comment.

Motion: Adopt Ordinance 2022-6 An Ordinance of the Scotia Community Services District Board of Directors Amending Ordinance 2022-3 Title II – Water Service by reading of title only.

Motion: Sellen **Second:** Pryor

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

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

Motion: Sellen **Second:** Pryor

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

c. Second Reading and Consider Adoption of Ordinance 2022-7 An Ordinance of the Scotia Community Services District Board of Directors Amending Ordinance 2021-6 Title III – Wastewater Service

Vice President Black introduced. LM reviewed the staff report. No changes since the first reading. No board discussion.

No public comment.

Motion: Adopt Ordinance 2022-7 An Ordinance of the Scotia Community Services District Board of Directors Amending Ordinance 2021-6 Title III – Wastewater Service by reading of title only

Motion: Ansted **Second:** Sellen

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

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

Motion: Sellen **Second:** Ansted

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

- d. Review submitted Scotia Museum ADA Upgrades and HVAC Project bids and Select and Approve Bid

Vice President Black introduced. LM reviewed staff report and bids. Board discussed. One bid received. ACGC INC. in the amount of \$274,640. Bid meets all requirements.

No public comment.

Motion: To Award the bid to ACGC INC for the amount of \$274,640 for the Scotia Museum ADA Upgrades and HVAC Project.

Motion: Sellen **Second:** Pryor

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

- e. Evaluate the date of the December Board Meeting for Holiday Conflicts

Vice President Black introduced. No conflicts, December board meeting will proceed as scheduled.

- f. 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)

VP Black introduced. 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: Sellen **Second:** Ansted

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

2. Old Business – None

I. REPORTS –

1. **President's Report:** None (Absent)
2. **Board Director Reports:** Director Pryor reported that the Chamber of Commerce Christmas event will take place on the first Saturday of December – December 3rd.
3. **General Manager's Report:**
River Pumps: LM provided an update – will agendize for discussion at the next regular meeting.
WWTP Grant: Planning grant was awarded.
Park Restroom: The permanent restroom facility is non-permitable. The money that the board approved for building a permanent structure will purchase a temporary restroom facility that will be securely stored at the Carpenter's shop and moved to the park for events.
4. **Board Clerk's Report:** None
5. **District Legal Counsel's Report:** None
6. **Engineer's Report:** None

J. BOARD TRAINING: None

K. ADJOURNMENT at 6:51 PM

Approved:

Paul Newmaker

Paul Newmaker, President

Board of Directors

Scotia Community Services District

Date

12/15/22

Attest:

Julie Hawkins

Board Clerk

Scotia Community Services District

for Julie Hawkins

Date

12/15/2022