

Minutes of the Regular Board Meeting for the  
Scotia Community Services District  
Thursday, December 15, 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; Amber Sandum, SCSD Administrative Assistant;  
Scott MacLeran, District Legal Counsel; Mike Foget, Ryan Wahlund, Steve Deike

Members of the Public: Nick Lyvers, Renee Abrams

**B. SETTING OF THE AGENDA**

Move Item H1a and H1b to before Roll Call. Move Closed Session to after Old Business.

Ordinance numbers to change from 2022-8 to 2023-1; 2022-9 to 2023-2; 2022-10 to 2023-3

Umpqua Visa Statement change from October to November

**C. CONSENT CALENDAR**

1. Approval of Previous Meeting Minutes – Regular Meeting November 17, 2022
2. Approval of RCB Check Registers November 1-30, 2022
3. Approval of Umpqua Check Registers November 1-30, 2022
4. Approval of RCB Mastercard Statement – October Statement
5. Approval of Umpqua Visa Statement – November Statement
6. Approval of Planwest Partners Invoice — November 2022
7. Board Member Stipends

No public comment

**Motion:** To Approve Consent Calendar

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

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

**D. PUBLIC COMMENT & WRITTEN COMMUNICATION –**

No written public comment received prior to the meeting. Mr. Lyvers suggests that the District use social media to post when improvements are done, or specifically when funds are spent so residents know where district funds are going.

**E. ADJOURN TO CLOSED SESSION at 7:50 PM**

1. Call to Order
2. Roll Call

3. Government Code §54956.9 §54957.1; Discuss anticipated litigation with District Legal Counsel

4. Closed session discussion

**F. ADJOURN TO OPEN SESSION at 8:31**

a. Report out of closed session

Direction was given to staff.

**G. PUBLIC HEARING – None**

**H. BUSINESS**

**New Business –**

**1. New Business -**

a. Swear in Board Members Appointed In lieu of Election per EC §10515

Paul Newmaker introduced. Amber Sandum read the Notice of Appointments. Each appointed Board Member (Nina Sellen, Paul Newmaker, & Delia Ansted) read their oath of office.

b. Election of Board Officers per GC §61043(a) and Appointment of Signatory(s)

Paul Newmaker introduced. Board discussed. No public comment.

**Motion:** To elect Paul Newmaker to President

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

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

**Motion:** To elect Diane Black to Vice President

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

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

**Motion:** To appoint Susan Pryor and Paul Newmaker to be the two signatories.

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

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

c. Presentation by Town of Scotia LLC. to the SCSD Board on River Pumps Project Status

President Newmaker introduced. Mike Foget presented an update to the Board. Board discussed. No public comment.

Recess for five minutes from 6:46 PM - 6:51 PM

d. First Reading and Consider Adopting Ordinance 2022-8 An Ordinance of the Scotia Community Services District Amending Ordinance 2021-5 Title IV - Parks and Recreation

President Newmaker introduced. LM reviewed the staff report. Board discussed. Changes have been made to

this Ordinance that referred to streets & streetlighting.

No public comment.

**Motion:** Introduce and waiving further reading of Ordinance 2023-1 An Ordinance of the Scotia Community Services District Amending Ordinance 2021-5 Title IV - Parks and Recreation

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

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

- e. First Reading and Consider Adopting Ordinance 2023-2 An Ordinance of the Scotia Community Services District Amending Ordinance 2021-7 Title V - Streets & Street Lighting

President Newmaker introduced. LM reviewed the staff report. Board discussed. No public comment.

**Motion:** Introduce and waiving further reading of Ordinance 2023-2 An Ordinance of the Scotia Community Services District Amending Ordinance 2021-7 Title V - Streets & Street Lighting

**Motion:** Pryor **Second:** Ansted

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

- f. First Reading and Consider Adopting Ordinance 2023-3 An Ordinance of the Scotia Community Services District Amending Ordinance 2021-8 Title VI – Storm Drainage

President Newmaker introduced. LM reviewed the staff report. Board discussed. No public comment.

**Motion:** Introduce and waiving further reading of Ordinance 2023-3 An Ordinance of the Scotia Community Services District Amending Ordinance 2021-8 Title VI – Storm Drainage

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

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

- g. Adopt Resolution 2022-19: A Resolution of the Scotia Community Services District Adopting the Final Audit FY 2021-2022

President Newmaker introduced. Board discussed. No changes have been made since the draft audit was presented at the last meeting. Director Ansted suggested a training on how to interpret the audit findings. LM offered to help Director Ansted and others with questions.

No public co---mment.

**Motion:** Adopt Resolution 2022-19: A Resolution of the Scotia Community Services District Adopting the Final Audit FY 2021-2022

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

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

- h. Approve 2023 Board Meeting Calendar

President Newmaker introduced. LM reviewed the staff report. Board discussed. No public comment.

**Motion:** Approve 2023 Board Meeting Calendar

**Motion:** Pryor **Second:** Ansted

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

**i.** Review 2023 Elections Calendar and Board Member Terms

President Newmaker introduced. LM reviewed staff report. Board discussed. No public comment.

**j.** Presentation by Board Directors Ansted and Sellen regarding the Museum Landscaping project

President Newmaker introduced. Director Sellen discussed diagrams presented to the board. The board preferred *Option 2*.

A member of the public commented that we might want to use native plants. Board explained that we are planning to do so. Board discussed the possibility of allowing volunteers to help with the landscaping work. Board discussed having a volunteer policy and asked if our current liability policy covers volunteers. LM will look into it and report back

**k.** 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)

President Newmaker introduced. LM reviewed staff report. The board may choose not to operate hybrid meetings and only allow teleconferencing for the board clerk and board directors.

Renee Abrams commented that she appreciates the teleconference meetings.

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

**Motion:** Ansted **Second:** Sellen

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

**2. Old Business – None**

**I. REPORTS –**

**1. President's Report:** Hope everyone has a Merry Christmas, and stays warm!

**2. Board Director Reports:** None

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

- Museum construction to begin the first week of January with a kickoff meeting to be held December 16, 2022.
- District switching to Suddenlink from AT&T– bills to go down by 1/3.
- Staff is working on finalizing the Emergency Action Plan with CalOES.
- Working with Advanced Security to move it over to cell service to reduce utility bills.
- In the second round for the Tesla backup battery project for the river pumps, critical information due tomorrow

and LM has had a hard time getting in contact with Tesla to be sure that the information has been submitted.  
-Amber went to the Board Clerk conference!

4. **Board Clerk's Report:** Sexual Harassment Training is due. Board opted for a Special Meeting on January 12, 2023 at 5:30 PM.
5. **District Legal Counsel's Report:** None
6. **Engineer's Report:** None

J. **BOARD TRAINING:** None

K. **ADJOURNMENT at 8:31 PM**

Approved:

Paul Newmaker

Paul Newmaker, President

Board of Directors

Scotia Community Services District

1/19/23

Date

Attest:

Amber Gendum  
Board Clerk For Julie Hawkins

Scotia Community Services District

1/19/2023

Date

