

Minutes of the Regular Board Meeting for the  
Scotia Community Services District  
Thursday, May 18th, 2023 at 5:30 P.M.

**A. CALL TO ORDER/ ROLL CALL/ PLEDGE OF ALLEGIANCE at 5:31 PM**

Paul Newmaker, President– Present

Diane Black, Vice President – Present

Delia Ansted, Director – Present

Susan Pryor, Director – Present

Nina Sellen, Director – Present

Julie Hawkins, Board Clerk; Amber Sandum, SCSD Administrative Assistant; Scott MacLeran, District Legal Counsel; Jeff Laikam, District Engineer; George Williamson, Planwest Partners; Mike Foget, SHN

**B. SETTING OF THE AGENDA**

Move Closed Session until after new business (G1a)

**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 April 20, 2023
2. Approval of Previous Meeting Minutes – Special Meeting May 4, 2023
3. Approval of RCB Check Registers April 1-30, 2023
4. Approval of Umpqua Check Registers April 1-30, 2023
5. Approval of RCB Mastercard Statement – March Statement
6. Approval of Umpqua Visa Statement – April Statement
7. Approval of Planwest Partners Invoice — April 2023

Pull Planwest Partners Invoice from consent calendar for discussion.

No Public Comment

**Motion:** To Approve the Consent Calendar Items C1-C6

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

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

Board Discussed the Planwest Partners Invoice. Director Sellen inquired as to who is listed on the invoice and what work was completed for the District. Mr. Williamson of Planwest Partners explained. Board discussed.

No Public comment.

**Motion:** To Approve the Planwest Partners Invoice

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

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

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

No written public comment received prior to the meeting. No public comment.

**E. ADJOURN TO CLOSED SESSION at 7:18 PM: GC §54957 Public Employment –** Matter involving public employment.

1. Call to Order

2. Roll Call

Paul Newmaker, President – Present

Diane Black, Vice President – Present

Delia Ansted, Director – Present

Susan Pryor, Director – Present

Nina Sellen, Director – Present

3. Government Code **GC §54957 Public Employment** – Personnel discussion and direction to staff

4. Closed Session Discussion

**F. ADJOURN TO OPEN SESSION at 8:00 PM**

a. Report out of closed session:

Public Comment: None

Direction was given to staff.

Action: Recruitment will be reopened for an additional 10 days.

**G. BUSINESS**

**New Business –**

**1. New Business -**

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

President Newmaker introduced and reviewed the staff report. Mike Foget presented an update on the River Pumps Project to the Board. Board discussed. No public comment.

b. SCSD Draft Budget for FY 2023-24

President Newmaker introduced. Ms. Sandum presented the staff report and presented the draft budgets. The board reviewed two budgets, one that shows the budget with a CPI increase of 6.2% (3% for Benefits Assessments) and one budget that shows no changes to account for inflation. Brandon Wishneff reported on the enormous rise in costs for chlorine and polymer (up 300-400%).

Public comment received from Renee Abrams:

The first 5 years – 1.5% rise is reasonable. Inflation is dropping. The feds are working to bring inflation down. The 7% and 6% from the last two years is a reflection of our economy. We're hoping it will go down. Prices are going down.

No Action Required

c. Adopt Resolution 2023-6: A Resolution of the Scotia Community Services District Adopting a Consumer Price Index Rate Increase for FY 2023-2024

President Newmaker introduced, George Williamson presented the staff report. The CPI increase is well documented. The CPI increase will although not erase the deficit, will reduce the deficit and will be an appropriate action for the board.

Board discussed. The question came up from VP Black as to whether rates can be reduced when inflation goes down. This is possible - there are rare, but possible periods of negative inflation. The hope is that inflation will equalize.

Board discussed reducing the CPI increase from 6.2% to a lower percentage – the District has to do some increase and cannot continue to operate at a deficit. Mr. Williamson cautions the board that the CPI is a real, grounded and well-documented number. Any reduced percentage rate does not have any documentation to back it up and is difficult to justify.

Board directed staff to research alternate CPI rate increase less than 6.2% that are grounded and justifiable. Board tabled this item until a special meeting on June 8<sup>th</sup> to consider different rates.

No public comment

d. Update on Highway 101 Utility Easement

President Newmaker presented. Scott McLeran provided an update to the board. Spoke with Russ Ganz, TOS legal counsel. Ability to access HWY 101 easement impaired because we did not have easement from B Street that allowed access to the easement. TOS provided us with a proposed easement that would provide access through 131 and 132 that would provide access. That proposed easement is being reviewed to see if any other gaps need to be considered.

Dept of transportation and Caltrans' position is that we need an encroachment permit to access and maintain the utility infrastructure under the highway, however, SM believes that there is an easement that TOS has become the successor for that is a better property interest than a permit, that can be revoked. Need clarification from the state that they would honor this easement and if they do require a permit, need clarification on what their requirements are.

Public comment provided from Renee Abrams: What is the utility easement used for?

Brandon Wishneff provided that it is used for Water.

Recess: 7:13 PM – 7:18 PM

H. REPORTS –

1. **President's Report: None**
2. **Board Director Reports:** Pedro worked very hard in the museum plaza. All the plants are in. Please go by and see.
3. **General Manager's Report:** Cal OES grant for \$300,000 Allocates funds to purchase items that qualify as emergency relief items. (Lights, blankets, generators, etc.)
4. **Board Clerk's Report: None**
5. **District Counsel's Report: None**
6. **Engineer's Report:**

-Museum PG&E will install a gas line. The easement already existed and the contract was approx. \$5000

-Theatre: if no public meeting is requested design review will be on 5/25. We will be submitting a building permit in June.

-Phase 4 update provided

-Mill A is anticipated to be done in late June.

-Tesla battery backup: finished and will no longer be happening unfortunately.

-MMP project need to a create a final report and submit to the water board for approval

**I. BOARD TRAINING**

**J. ADJOURNMENT at 8:08 PM**

Approved:

Paul Newmaker

Paul Newmaker, President

Board of Directors

Scotia Community Services District

6/15/23

Date

Attest:

Amber Sandum  
Board Clerk FOR Julie Hawkins

Scotia Community Services District

6/15/23

Date