

Minutes of the Regular Board Meeting for the
Scotia Community Services District
Thursday, June 15th, 2023, 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

Julie Hawkins, Board Clerk; Scott McLeran, District Legal Counsel; Jeff Laikam, District Engineer;
George Williamson, Planwest Partners

B. SETTING OF THE AGENDA

Table Item H1a Adopting Resolution 2023-6 Adopting a Consumer Price Index Rate Increase for FY 23/24

Remove Item H1c approving the annual invoice for SDRMA property and liability insurance

Move Closed Session until after new business (H1a)

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 May 18, 2023
2. Approval of Previous Meeting Minutes – Special Meeting June 8, 2023
3. Approval of RCB Check Registers May 1-31, 2023
4. Approval of Umpqua Check Registers May 1-31, 2023
5. Approval of RCB Mastercard Statement – April Statement
6. Approval of Umpqua Visa Statement – May Statement
7. Approval of Planwest Partners Invoice — May 2023
8. Board Member Stipends

No public comment

Motion: To Approve the Consent Calendar

Motion: Pryor **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.

Question regarding rate increases: that has been removed from the agenda

E. ADJOURN TO CLOSED SESSION at 6:34 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** – Matter involving public employment

4. Closed Session Discussion

F. ADJOURN TO OPEN SESSION at 7:08 PM

- a. Report out of closed session: the board met to discuss general manager recruitment and direction was given to members of the staff.
No public comment

G. PUBLIC HEARING –

1. Consider Adoption of Resolution 2023-9 A Resolution of the Scotia Community Services District to Adopt Final Budget for Fiscal Year 2023 -2024

President Paul Newmaker introduced George Williamson presented item to the board. There have been no changes since the board first saw item in May.

Renee Abrams brought up questions about the rate increases.

Motion: To Adopt Resolution 2023-9 A Resolution of the Scotia Community Services District to Adopt Final Budget for Fiscal Year 2023 -2024

Motion: Black **Second:** Newmaker

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

Motion carries

2. Benefits Assessments Annual Reports

President Paul Newmaker introduced this item. Board clerk Julie Hawkins presented reports on each benefit assessment.

Public comment: Would benefits assessments be affected by rate increases?

What are the benefits assessments? Explained by the board

No action

- a. Storm Drainage
b. Streets and Street Lighting
c. Parks & Recreation

BUSINESS

New Business –

1. New Business -

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

Item Tabled

- b. Adopt Resolution 2023-10 A Resolution of the Scotia Community Services District Amending the Master Fee Schedule

President Paul Newmaker introduced third item. Board clerk Julie Hawkins presented the staff report. Board discussed.

Renee Abrams: brought board's attention to page 57. Discussed her initial security deposit made to SCSD of \$100. She believes that if you can provide PG&E with a letter showing credit worthiness your \$100 security deposit should be waived.

Motion: To Adopt Resolution 2023-10 A Resolution of the Scotia Community Services District Amending the Master Fee Schedule

Motion: Black **Second:** Sellen

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

Motion carries

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

Item Removed

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

President Paul Newmaker introduced item Board clerk Julie Hawkins presented on behalf of Leslie Marshall. Board requested totals for previous year to see if the numbers are the same.

No public comment

Motion: To authorize the General Manager to sign the SHN Services Agreement, for fiscal year 2023/2024

Motion: Sellen **Second:** Black

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

Motion carries

- e. Adopt Resolution 2023-11 accepting Easements for Utility Corridor Lots 131 Exhibit A and Lots 132 Exhibit B from the Town of Scotia, LLC, Authorizing the execution and recordation of Certificates of Acceptance.

President Paul Newmaker introduced this item. District legal counsel Scott McLeran reviewed staff report. Board discussed

Public commented that the action on the staff report erroneously cites Resolution number 2022-11

Motion: To Adopt Resolution 2023-11 accepting Easements for Utility Corridor Lots 131 Exhibit A and Lots 132 Exhibit B from the Town of Scotia, LLC, Authorizing the execution and recordation of Certificates of Acceptance.

Motion: Pryor **Second:** Sellen

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

Motion carries

Recess 6:26-6:34

H. REPORTS –

1. President's Report: None

2. Board Director Reports:

-Duplex on Main Street owned by Kent Sawatzky looks horrible and is a fire hazard. Ask staff to follow up and report back. They are able to call county code enforcement or fire district. Staff was asked to address this issue and follow up at a later time.

-Town of Scotia was not present to report on pumps and warranties. Ansted expressed that she was worried about the timing.

-Brandon obtained a 20kw generator, so the office will not lose power. There are 3 light towers that light 7 acres a piece and they have their own power sources. And finally two sign boards.

3. General Manager's Report: None

4. Board Clerk's Report: None

5. District Counsel's Report:

-Tuesday had a phone call with Russ Gans and California transportation to discuss the highway 101 easement. They received the grant deed and there is no issues with easement but will still require a permit. Will do a quick claim deed for accepting the easement from TOS.

6. Engineer's Report:

-Submitted application for gas line connected for the museum and waiting for PG&E to provide the drawing that allows the trench to be dug.

-Passed design review and finalizing architectural plans for the Winema Theater

-Submitted park bathroom to the county after the previous meeting and waiting for a response.

-Have not seen any plans in phase 4 they wanted to break ground in August but is not sure when that will actually happen.

-Mill A is supposed to be finished June 20th but they were having a hard time obtaining the parts. Now looking to shoot for mid-July.

-Received a letter from PG&E about the tesla battery backup but it was very conditional so need to look into it.

-Final report on MMP upcoming.

-No update on storm discharge from the log pond

I. BOARD TRAINING - None

J. ADJOURNMENT at 7:40 PM

Approved:

Paul Newmaker

Paul Newmaker, President

Board of Directors

Scotia Community Services District

7/20/2023

Date

Attest:

Donna Sandum
FOR Julie Hawkins

Board Clerk

Scotia Community Services District

7/20/2023

Date

10/10/10

10/10/10

10/10/10

10/10/10