

Minutes of the Regular Board Meeting for the
Scotia Community Services District
Thursday, July 20th, 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

Steve Coppini General Manager, Brandon Wishneff Crew Leader, Amber Sandum, Administrative Assistant; Scott McLeran, District Legal Counsel; Jeff Laikam, District Engineer; Leslie Marshall, Planwest Partners; Steve Deike, TOS; Renee Abrams and Steve Abrams.

B. SETTING OF THE AGENDA – Moved closed session after New Business

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 June 15, 2023
2. Approval of Previous Meeting Minutes – Special Meeting June 23, 2023
3. Approval of RCB Check Registers June 1-30, 2023.
4. Approval of Umpqua Check Registers June 1-30, 2023
5. Approval of RCB Mastercard Statement – May Statement
6. Approval of Umpqua Visa Statement – June Statement
7. Approval of Planwest Partners Invoice — June 2023

Amber stated there are minor changes to the Previous agendas. On the June 15th agenda there were minor name misspellings that would be changed. On the June 22nd agenda the date is documented as June 23rd should be June 22nd. On the agenda at the top the date is listed as June 8th. All changes will be made to both agendas.

Motion: To Approve the Consent Calendar

Motion: Black **Second:** Pryor

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

D. PUBLIC COMMENT & WRITTEN COMMUNICATION –None

E. PUBLIC HEARING – None

F. BUSINESS

New Business –

1. New Business -

- a.** Presentation by Town of Scotia LLC. to the SCSD Board on River Pumps Project Status
Steve Deike reported both pumps running. O& M manual was delivered yesterday. In the process of working on formalizing the Warranty with Russ Gans. Wahlund is two weeks out in receiving part for pumps. Have not received a report from Klesick.
There were issues that arose for the Irrevocable Offer of Dedication. Scott McLeran and Russ Gans are working on the issues. There will be a meeting next week to discuss this further.
- b.** Approve SDRMA annual invoice for SDRMA Property and Liability Insurance
Staff report was read to the Board of Directors. There were no questions or public comment.

Motion: To Approve SDRMA annual invoice for SDRMA Property and Liability Insurance

Motion: Pryor **Second:** Black

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

Motion carries

- c.** Consider Authorizing the Reengagement of Anderson, Lucas, Somerville, and Borges for the FY 22/23 Annual Audit.

The board is happy to reengage with Anderson, Lucas, Somerville, and Borges.

Motion: Authorize the Reengagement of Anderson, Lucas, Somerville, and Borges for the FY 22/23 Annual Audit

Motion: Black **Second:** Newmaker

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

Motion carries

- a.** Approving a Joint Letter with the Town of Scotia to The Scotia Union School District Requesting an Easement for Water and Sewer Services to the School District and Scotia Water and Sewer Customers

Staff report was read by Legal Counsel Scott McLeran. Director Ansted asked the questions if for some reason they don't approve of the easements what happens. Steve stated that he don't foresee a problem with approvals. Legal Counsel stated that there could possibly be legal action. Director Ansted asked if there is a timeline. Legal Counsel informed us the exhibits will be in the final documents. The board discussed the easements. Director Pryor indicated that the letter to Tara Johnson is in her former name and has the wrong address. Leslie Marshall explained the easements and showed the Board the map and answered questions that the board asked. Public Member Renee Abrams stated that the letters were not specific and missing exhibits. Legal Counsel and Jeff Laikam explained that the exhibits will be included in the original letters that will be sent out to owners.

Motion: To Approve a Joint Letter with the Town of Scotia to The Scotia Union School District Requesting an Easement for Water and Sewer Services to the School District and Scotia Water and Sewer Customers

Motion: Pryor **Second:** Ansted

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

Motion carries

G. ADJOURN TO CLOSED SESSION at 6:23 PM: GC §54956.9 -Significant Exposure to Litigation-

1.Call to Order

2.Roll Call

3. Government Code GC §54956.9 -Significant Exposure to Litigation-

4. Closed Session Discussion

H. ADJOURN TO OPEN SESSION at 7:13 PM

a. Report out of closed session:

I. REPORTS –

1. **President's Report: None**

2. **Board Director Reports:** Director Ansted asked about the Museum and wanted staff to reach out to Mary Bullwinkel to see if she could come and update the Board.

3. **General Manager's Report: None**

4. **Board Clerk's Report:** Staff requested a Special Meeting to update signers on Bank Account and to discuss Retirement item.

5. **District Counsel's Report:**

6. **Engineer's Report:** Scotia Museum Remodel and ADA improvements- ACGC coordinating with PG&E to excavate the trench for the gas line. Winema Theater, minor updates are being incorporated into the structural drawings. The architectural package for submittal is expected the week of July 24th, 2023. Carpenter Shop Bathroom ADA- The county is reviewing the resubmittal expect an approval notice any day. TOS Subdivision Phase 4—Phase 4 Improvement drawings, hydraulic report and videos of sewer mains were submitted for review in progress. TOS Mill A- Construction is ongoing. Tesla Battery Backup- The GM should coordinate with HRC to attempt to obtain an easement. If the attempt fails, the project will be dead. Corridor/River Pumps- Pumps have been functioning since March 2023. Relay breakers are to be installed in the next month. Warranties are being discussed. MMP/De-Chlorination Project- Construction is complete. Final report in process and 60% complete. Stormwater Discharge to the Log Pond by HRC- SHN has provided their recommendations to HRC. No other update is available. Easements and Infrastructure- Asset transfer

for the Corridor is in process with TOS. District staff and TOS will meet the week of July 24, 2023, to document progress.

J. **BOARD TRAINING – No Training informed Board about online webinars**

K. **ADJOURNMENT at 7:32 PM**

Approved:

Paul Newmaker

Paul Newmaker, President

Board of Directors

Scotia Community Services District

8/17/23

Date

Attest:

Amber Gaudum

Board Clerk

Scotia Community Services District

8/17/2023

Date