

Minutes of the Regular Board Meeting for the
Scotia Community Services District
Thursday, August 17th, 2023 at 5:30 P.M.

A. CALL TO ORDER/ ROLL CALL/ PLEDGE OF ALLEGIANCE at 5:32 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; Steve Coppini, District General Manager; Amber Sandum, Administrative Assistant; Scott McLeran, District Legal Counsel; Jeff Laikam, District Engineer; Russ Ganz, TOS Legal Counsel; Ryan Wahlund, Wahlund Construction; Mike Foget, SHN

B. SETTING OF THE AGENDA

Lettering is incorrect on the agenda.

Item H1a is missing a (\$) sign.

Minor changes to July Regular Board meeting minutes.

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 July 20th, 2023
2. Approval of Previous Meeting Minutes – Special Meeting July 27th, 2023
3. Approval of Previous Meeting Minutes-Special Meeting August 3rd, 2023
4. Approval of RCB Check Registers July 1-31, 2023.
5. Approval of Umpqua Check Registers July 1-31, 2023
6. Approval of RCB Mastercard Statement – June Statement
7. Approval of Umpqua Visa Statement – July Statement
8. Approval of Planwest Partners Invoice— July 2023
9. FY 22/23 Year End Financial Statements

Edit minutes to show that Director Sellen was present; change formal to former

No public comment.

Motion: To Approve the Consent Calendar with changes.

Motion: Pryor **Second:** Black

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

D. PUBLIC COMMENT & WRITTEN COMMUNICATION –

None received prior to the meeting. None received during the meeting.

E. ADJOURN TO CLOSED SESSION at 5:38 PM: GC -§54956.9- Significant Exposure to Litigation – one matter

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 P-§54956.9-** Significant Exposure to Litigation – one matter

4. Closed Session Discussion

F. ADJOURN TO OPEN SESSION at 6:11 PM

a. Report out of closed session:

No reportable action was taken.

G. PUBLIC HEARING – None

H. BUSINESS

1. New Business -

- a. Adopt Resolution 2023-12 A Resolution of The Board of Directors of The Scotia Community Services District Approving Funding Agreement No. D2202061 with The State Water Resources Control Board in the amount of \$1,133,000.00 for the Planning, design, and construction of the Scotia Community Services District Water Treatment Facility Replacement Project No. 121000-001P

President Newmaker introduced. Amber Sandum presented.

Board discussed.

No public comment

Motion: Adopt Resolution 2023-12 A Resolution of The Board of Directors of The Scotia Community Services District Approving Funding Agreement No. D2202061 with The State Water Resources Control Board in the amount of \$1,133,000.00 for the Planning, design, and construction of the Scotia Community Services District Water Treatment Facility Replacement Project No. 121000-001P

Motion: Black **Second:** Sellen

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

Motion carries

- b. Adopt Resolution 2023-13 approving the River Intake Pumps Warranty Agreement with the Town of Scotia, LLC. concerning the Scotia Raw Water System, including transfer of Warranty by SHN from the Town of Scotia, LLC to the Scotia Community Services

President Newmaker introduced. Scott McLeran presented. Board discussed. No public comment.

Motion: Adopt Resolution 2023-13 approving the River Intake Pumps Warranty Agreement with the Town of Scotia, LLC. concerning the Scotia Raw Water System, including transfer of Warranty by SHN from the Town of Scotia, LLC to the Scotia Community Services

Motion: Newmaker **Second:** Sellen

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

Motion carries

- c. Adopt Resolution 2023-14 accepting a Quitclaim Deed from the Town of Scotia, LLC transferring rights and Interest in a Reserve Easement to the Scotia Community Services District Pertaining to Utility Infrastructure running below State Highway 101.

President Newmaker introduced. Scott McLeran presented. Board discussed. No public comment.

Motion: Adopt Resolution 2023-14 accepting a Quitclaim Deed from the Town of Scotia, LLC transferring rights and Interest in a Reserve Easement to the Scotia Community Services District Pertaining to Utility Infrastructure running below State Highway 101.

Motion: Pryor **Second:** Black

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

- d. Adopt Resolution 2023-15 Approving an Irrevocable Offer of Dedication of Linear Utility Corridor Infrastructure from the Town of Scotia, LLC, including the following documents:
 - i. Acceptance of an Irrevocable Offer of Dedication and Exhibits thereto, and any recordable documents, memoranda, or other documents required to complete the acceptance of the Dedication.
 - ii. SCSD Certificate of Acceptance
 - iii. Easement investigation Agreement

President Newmaker introduced. Scott McLeran and Amber Sandum presented. Board discussed. No public comment.

Motion: Adopt Resolution 2023-15 Approving an Irrevocable Offer of Dedication of Linear Utility Corridor Infrastructure from the Town of Scotia, LLC, including the following documents:

Motion: Pryor **Second:** Black

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

2. Old Business –

- a. Staff Presentation - Pars Retirement 6.4.1- Comparisons from other Districts; direction to staff.

President Newmaker introduced. Amber Sandum presented. Board discussed and requested that staff bring back an amended policy with a 90 day waiting period. No public comment.

I. REPORTS –

1. **President's Report:** President Newmaker is happy we made progress tonight.
2. **Board Director Reports:** Question about Mary Bullwinkle's availability for an update on the Museum project. We need to start planning for a grand opening. Director Ansted asked about the utility's application and the \$100 deposit vs. the letter from PG&E. to waive the opening deposit.

Amber stated that the The account agreement has been updated to match the Master fee schedule.

3. **General Manager's Report:** Pedro is now full-time. Doing a lot of mowing. District bought a side-by-side ATV.
4. **Board Clerk's Report:** Amber reminded the board about the Board Directors Conference in Santa Rosa in October. Early bird price ends soon.
5. **District Counsel's Report:** No report. Suggests the board consider a committee to look at finance opportunities for the District. Possibility to bring in a consultant to discuss financial opportunities.
6. **Engineer's Report:**
 - Museum on hold until gas line installed. September completion date anticipated.
 - Ready to submit building permit for theater.
 - Signature on change order needed for park restrooms. County signed off on the project. Will replace the lateral – may be some cracks in it. May need to rent an excavator
 - Phase 4: Waiting for TOS & SHN for revised plans.
 - Mill A in progress, expected to be completed soon.
 - Tesla battery backup may still be possible with the use a 2012 agreement that might apply.
 - River Pumps have been functioning since April.
 - Finalized MMP report is in Steve's inbox for review before going to the state.
 - Stormwater Discharge to the Log Pond by HRC-SHN provided their recommendation to HRC. -- No update is available.
 - Easements and Infrastructure turnover- Assess transfer for the Corridor is in progress with TOS. District staff and TOS to discuss transfer items to be potentially on the August Board meeting.

J. **BOARD TRAINING - None**

K. **ADJOURNMENT at: 7:39 PM**

Approved:



Paul Newmaker, President


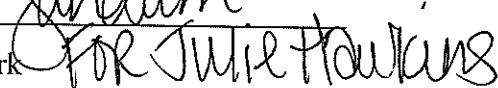
Board of Directors

Scotia Community Services District

9/21/23

Date

Attest:

Board Clerk

Scotia Community Services District

9/21/23

Date