

Minutes of the Regular Board Meeting for the
Scotia Community Services District
Thursday, December 28th, 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, District General Manager; Amber Sandum, Administrative Assistant and Carolyn Walker, District Legal Counsel

B. SETTING OF THE AGENDA

On the minutes for 11/16/2023 there is a clerical error that states Vice-President was absent on the motion vote. She was present at the meeting. On the minutes for 11/21/2023 there is a minor typo that will be fixed absent is missing the (t).

No Public Comment

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 November 16th, 2023
2. Approval of Previous Meeting Minutes-Special Meeting November 21st, 2023
3. Approval of RCB Check Registers November 1-30, 2023.
4. Approval of Umpqua Check Registers November 1-30, 2023
5. Approval of RCB Mastercard Statement – October Statement
6. Approval of Umpqua Visa Statement – November Statement
7. Approval of Board Stipends

No public comment

Motion: To Approve the Consent Calendar

Motion: Pryor **Second:** Black

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

D. PUBLIC COMMENT & WRITTEN COMMUNICATION –

None received prior to the meeting, no public comment provided at meeting.

E. ADJOURN TO CLOSED SESSION: None

F. PUBLIC HEARING – None

G. BUSINESS

1. New Business -

- a. Election of Board Officers Peer GC 61043 (a) and Appointment of Signatory (s)

Paul Newmaker introduced. Board Discussed that the positions would stay the same until the elections in November 2024 since there are two Board Members that terms will be expiring.

Motion: to elect Paul Newmaker to President

Motion: Sellen **Second:** Black

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

Motion: To elect Diane Black to Vice-President

Motion Newmaker **Second:** Ansted

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

The Board discussed signers; Signatory (s) were just changed when the New General Manager came on Board with the CSD. No changes were made.

- b. Consider Adopting Resolution 2023-20: A Resolution of the Scotia Community Services District (SCSD) Board of Directors Amending the SCSD Bylaws.

President Newmaker introduced. Staff report was introduced by Steve Coppini. The board discussed the date of the Regular Board Meetings to be the Third Tuesday of every Month. Approved in Previous Business item.

Motion: Newmaker **Second:** Black

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

- c. Approve 2024 Board Meeting Calendar

Staff introduced the 2024 Board Meeting Calendar, there is no conflict with the new day.

Motion: Newmaker **Second:** Black

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

- d. Review 2024 Elections Board Member Terms.

Paul Newmaker introduced. Staff report read by Amber Sandum, informed the Board that there will be further communication from The Humboldt County Elections Office. Board discussed. No public comment.

2. Old Business – None

H. REPORTS –

1. **President's Report:** Hopes everyone had a good Holiday. Proud of what the Board has accomplished this year.

2. **Board Director Reports:**

Nina had a question about the Baseball Field in regard to some rods sticking out of the ground, The General Manager said he will be answering that in his report.

3. General Manager's Report:

Engineers Report read by General Manager

1. **Scotia Museum-** Project Complete
2. **Winema Theater ADA Improvements-** Plan check comments have been addressed and the drawings are being reviewed for compliance between architectural and engineering. Anticipated resubmittal January 2024.
3. **Carpenter's Park Bathroom Ada-**Contractor has started construction and epoxy rods for anchorage to the existing slab have been installed.
4. **Town of Scotia Subdivision-** TOS is in the process of value engineering the project. The Department of Drinking Water has approved the changes. Final revisions to the drawings are in the process then the final approvals will be forthcoming.
5. **Tesla Battery Backup-**Easements have been finalized with HRC. Tesla is contacting the County to determine requirements for building permit renewal which will be performed by Tesla.
6. **Corridor/River Pumps-** Pumps are functioning with no problems.

General Manager Report

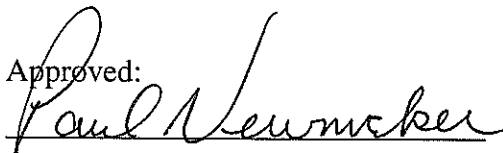
1. Started looking into feasibility of a Rate Study.
2. In regard to Phase 4 there has been limited correspondence from Town of Scotia, sounds like they're close to Beginning construction.
3. Awaiting results from Aeromod for design of the WWTP. Progress on schedule.

4. **Board Clerk's Report:** Draft Audit is completed. Barbara was unable to attend the meeting. Board directed staff to schedule a Special Meeting for a presentation.
5. **District Counsels Report:** Hopes everyone has a good Holiday. No new Business.
6. **Engineer's Report:** Read in the General Manager's report.

I. BOARD TRAINING – None

J. ADJOURNMENT at 6:07 PM

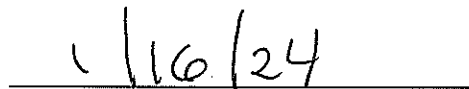
Approved:



Paul Newmaker, President

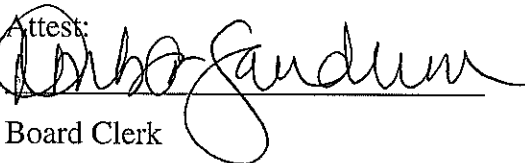
Board of Directors

Scotia Community Services District



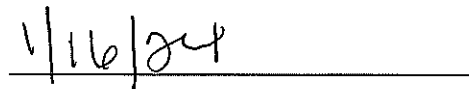
Date

Attest:



Board Clerk

Scotia Community Services District



Date

