

Minutes of the Regular Board Meeting for the  
Scotia Community Services District  
Tuesday January 16, 2024, at 5:30 P.M.

**A. CALL TO ORDER/ ROLL CALL/ PLEDGE OF ALLEGIANCE at 5:35 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, Mary Bullwinkel Museum Archivist

**B. SETTING OF THE AGENDA** Clarified on the previous December 28th minutes the Carpenter Shop ADA should have been Carpenter Baseball ADA and correction will be made with the spelling of value.

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 December 28th, 2023
2. Approval of RCB Check Registers December 1-31, 2023.
3. Approval of Umpqua Check Registers December 1-31, 2023
4. Approval of RCB Mastercard Statement – November Statement
5. Approval of Umpqua Visa Statement – December Statement

No public comment

**Motion:** To Approve the Consent Calendar

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

**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. Adopt Resolution 2024-1 A Resolution Authorizing the Scotia Community Services District to access State and Federal Level Summary Criminal History for Employment with Scotia Community Services District (Including Volunteers and Contract Employees)

President Newmaker introduced, and Staff Report was presented by Amber Sandum.

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

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

**No Public Comment**

- b. Discussion on Museum regarding the Exhibits and the preparation of the Museum to be Open to the Public.

The Board discussed the opening of the Museum, Ideas were discussed staffing, maintaining the outside of the Museum, and planning the different exhibits. Mary said Adam and Pedro have been very helpful in cleaning the Museum.

## 2. Old Business – None

### H. REPORTS –

1. **President’s Report:** None
2. **Board Director Reports:** None
3. **General Manager’s Report:**

#### **Rate Study: No Progress**

**Phase 4-** Walked access Road behind Williams St today, road is going to get paved to use during construction.

WWTP- Closer to discharge, pond not quite high enough yet.

Steve read the Engineers project report for Jeff Laikam

**Winema Theater ADA Improvements-**Plan check comments have been resolved and resubmitted to the County. Once approval is received, bid documents, putting the project out to bid.

**Carpenter’s Park Bathroom ADA- Contractor has started construction.** ADA parking space is formed. The concrete block subcontractor is set up to start the walls once there is suitable weather.

**Town of Scotia Subdivision: Phase 4-** SCSD District Engineer has signed the improvement plans and Marathon has approved the project for construction and signed a contract with Wahlund. When final approval from the County is received and submittals are reviewed and approved, construction should begin in the early part of February.

**Tesla Battery Backup-** Easement was forwarded to Tesla. No updates reached out to inquire about the permitting and construction of the projects.

- 4 . **Board Clerk’s Report:** None

5 **District Counsels Report:** Nothing to report.

6 **Engineer's Report:** In General Manager's Report

I. **BOARD TRAINING – None**

J. **ADJOURNMENT at 6:16 p.m.**

Approved:

Paul Newmaker

Paul Newmaker, President

Board of Directors

Scotia Community Services District

Date

2/20/2024

Attest:

Kimber Sandwell

Board Clerk

Scotia Community Services District

Date

2/20/2024

