

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

A. CALL TO ORDER/ ROLL CALL/PLEDGE OF ALLEGIANCE The regular meeting of the Board of Directors of the Scotia Community Services District convened at 5:30 p.m. with the following directors in attendance:

Diane Black, Vice President –Present

Paul Newmaker, President– Present

Delia Ansted, Director – Present

Susan Pryor, Director – Present

Nina Sellen, Director –Present

Steve Coppini General Manager, Amber Sandum Board Clerk/Admin Asst and Brandon Wishneff Crew Leader, Carolyn Walker Legal Counsel

Public Members: Kristen Haynie, Jane Hartford, Liv Barker and Garth Chojnowski

B. SETTING OF AGENDA

On G1B The Conflict-of-Interest Code there will be two corrections to the grammar on the second page

C. CONSENT CALENDAR

1. **Approval of Previous Meeting Minutes June 18th, 2024**
2. **Approval of RCB Check Registers: June 1 -June 30th, 2024**
3. **Approval of Umpqua Check Registers: June 1- June 30th, 2024**
4. **Approval of RCB Mastercard Statement- May Statement**
5. **Approval of Umpqua Visa Statement: June Statement**

No Public Comment

Motion: To Approve Consent Calendar

Motion: Black Second: Sellen

Motion Vote: Ayes-Ansted, Black, Newmaker, Pryor, Sellen **Opposed: None_Absent: None Abstain: None**

Motion Carries

D. PUBLIC COMMENT & WRITTEN COMMUNICATION

No Written Communication, Legal Counsel reminded the Public members that Public Comment made is for items not on agenda. Public Member Liv Barker introduced herself and her husband Garth. She stated there are issues with safety, security and police in the Community. Business owner Kristen Haynie was stalked by an individual named James Jones, and it was very scary. She didn't know what to do, she scrambled to do what she could, so she wrote letters and found it difficult to get anyone to listen at the Sheriff Division. Asked Board members if it was possible to connect with The Rio Dell Police Department. Wrote a long letter to the Fortuna Detective investigating the murders that James Jones was being investigated for. Is there an avenue for better response. What would it take to have access for Rio Dell Police Department for time constraint calls. Kristen can speak about her experience. It's hard to feel safe. Board Member state there was a town meeting for neighborhood watch by the Sheriffs Office in past suggested calling them. Board Clerk stated to the Public Member

that public comments is limited to 3 minutes. Board thanked her for her comment. Public Member Kristen Haynie asked the Board if there is so much the CSD covers is there a way to petition to add protection and make a deal with Rio Dell Police Department. Board asked Legal Counsel if this is something the CSD could do. She stated that it can be something to explore and research but she didn't think so. The CSD has no jurisdiction to create law enforcement. This is not something the Board can answer in Public comment. Public Member Jane Hartford stated that she liked the idea of adding the service and thought this could be done by LAFco. Board Member asked if this was something to put on a future agenda. General Manager stated that he would look into see if it was even possible before adding to a future agenda. Board Member Sellen said to email Amber for items to be added to a future agenda. President Newmaker thanked the Public for their comments.

E. PUBLIC HEARING

- a. Adopt Resolution 2024-4 A Resolution of the Scotia Community Services District Board of Directors to Approve the Tax Roll for Fiscal Year 2024/25 On real Property located within the District for unpaid delinquent charges

Paul Newmaker Board President opened the Public Hearing

Staff Report reviewed by Amber Sandum Board Clerk/ Admin Asst

Board discussed

Public Comment was made by Public Member clarifying the tax lien process

Legal Counsel explained the Tax Roll process

F1d. Motion: Adopt Resolution 204-4: A Resolution of the Scotia Community Services District Board of Directors to Approve the Tax Roll for Fiscal Year 2024/25 On real Property located within the District for unpaid delinquent charges.

Motion: Sellen Second: Newmaker

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

Public Hearing Closed

F. BUSINESS

1. New Business –

- a. Consider Authorizing the Reengagement of Anderson, Lucas, Somerville and Borgess for the FY 24/25 Annual Audit

Staff Report reviewed by the General Manager Steve Coppini

Director Ansted asked if they had reached out to the CSD yet regarding reengagement

Board Discussed and agreed to Authorize the Reengagement of ALSB

No Public Comment

- b. Review Conflict of Interest Code and Consider Adopting Resolution 2024-5 Amending Resolution 2022-11 Conflict of Interest Code Policy

Board Comments/Questions

Staff report reviewed by Amber Sandum Board Clerk/ Admin Asst.

Board Discussed No questions regarding changes

No Public Comment

F1b. Motion: Adopt Resolution 2024-5 Amending Resolution 2022-11 Conflict of Interest Code Policy with changes to grammar

Motion: Black **Second:** Sellen

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

c. Discuss SCSD Website

Amber Sandum discussed the current website and the options of revamping the website. The current web provider charges about \$400.00 a year and would charge the District an hourly rate to update the website.

Encouraged the Board to review other Districts in the area websites. Examples include Redway, Garberville, Hydesville and Shelter Cove. Explained to the Board that we will be implementing new billing software starting on boarding in September. Request to wait until after the District is on board with the new system before making changes to the website. Office staff has started tracking how many people view the website. Decided that discussion on the website will be discussed at a meeting in a few months.

Board Comments/Questions

Director Ansted commented that it could be very expensive if paying the hourly rate. Director Ansted stated she really likes McKinleyville CSD website, and it is very helpful

No Public Comment

d. Tractor/Mower Purchase Proposal by General Manager

General Manager Steve Coppini proposed to the Board regarding purchasing a Tractor/Mower for the SCSD to own instead of renting the equipment from someone. The Tractor/Mower can be used for several tasks at the park, around the Dam, the settling ponds and to maintain the Community Forest. The Division of Dam Safety would like the grass to be mowed more often by the Dam. This is very costly to hire someone to do it. In the long term it is estimated the purchase will pay for itself in 6 to 8 years.

Board Comments/Questions

Board Discussed and agreed it would be beneficial for the District to purchase equipment to maintain properties. Board authorized the purchase of the equipment.

2. Old Business – NONE

F. REPORTS

The Board may briefly discuss any particular item raised; no action will be taken on these items.

1. President's Report: Thanked the public for attending the meeting

2. Board Director Reports: Director Pryor asked if there is anyone we can call regarding a property

on Main Street where the lawn is overgrown. Director Pryor would like to volunteer at the Museum just hasn't had time. Director Sellen volunteering on the 20th.

3. **General Manager's Report:** On July 27th there will be a Men's softball tournament held at the baseball park to benefit the Rio Dell/Scotia Fire department. Steve and Brandon will be on a team. Vice President asked if there is an entry fee. The only fee is for the softball teams.

General Manager read the engineers report:

Winema Theater ADA Improvements- The project has been resubmitted to the County. The cost estimate is being updated to 2024 pricing.

Carpenters Park Bathroom ADA- The building permit is finalized on this project. The door locks are still being discussed with the contractor.

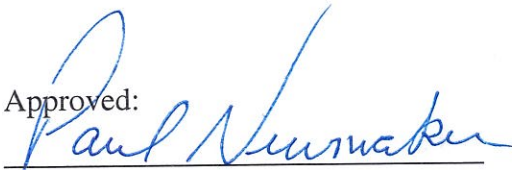
Town of Scotia Subdivision Phase 4- Phase 4 is under construction. Weekly meetings are being conducted. No major issues so far. The grading at Pond Avenue and Bridge Street is revised and is being reviewed by staff.

Tesla Battery Backup-The Tesla PM has indicated they expect to send updated drawings over this week for review.

4. **Board Clerk's Report-** The District will have to Board vacancies coming open if any Scotia Residents are interested in running the timeframe for candidates to file is July 15th to August 9th At the Humboldt County Elections Office.
5. **District Counsel's Report:** District Counsel would like to plan a visit to Scotia
6. **Engineer's Report:** Read by General Manager

ADJOURNMENT at 6:50 PM

Approved:



Paul Newmaker, President

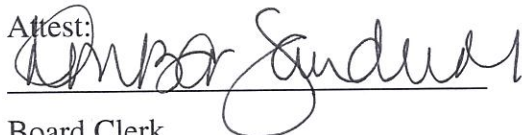
Board of Directors

Scotia Community Services District

Date



Attest:



Board Clerk

Scotia Community Services Dist

Date

