

Minutes of the Regular Board Meeting for the
Scotia Community Services District
Tuesday February 17th, 2026, at 5:30 P.M.

A. CALL TO ORDER/ ROLL CALL/ PLEDGE OF ALLEGIANCE at 5:30 PM

Paul Newmaker, President– Present

Delia Ansted, Director – Present

Nina Sellen, Director – Present

Susan Pryor Vice President- Present

Andrew Perkins -Present

Steve Coppini General Manager, Amber Sandum Board Clerk, Scott McLeran District Legal Counsel,
Public Members- Steve Deike (Town of Scotia), Leslie (via zoom)

B. SETTING OF THE AGENDA -On Consent Calendar items C3 and dC5 should be Columbia Bank.
Move closed session after item H Old Business

C. CONSENT CALENDAR

1. Approval of Previous Meeting Minutes – Regular Meeting January 20th, 2026
2. Approval of RCB Check Registers January 1-31, 2026
3. Approval of Columbia Bank Check Registers January 1-31, 2026
4. Approval of RCB Mastercard Statement – December Statement
5. Approval of Columbia Bank Visa Statement – January Statement

No public comment

Motion: To Approve Consent Calendar

Motion: Pryor **Second:** Newmaker

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

No Public Comment

Motion Carries

D. PUBLIC COMMENT & WRITTEN COMMUNICATION – No Public Comment or Written Communication

E. PUBLIC HEARING – None

F. BUSINESS

- a. **1. New Business** – Review and Approve Town of Scotia Phase 4 Closeout Documents
 - i. Humboldt County Notice of Subdivision Completion/Final Project Approval
 - ii. CA Department of Real Estate “Will Serve” Letter
 - iii. Irrevocable Offer of Dedication and Grant of Easement Deed.
 - iv. SCSD Certificate of Acceptance

Staff introduced. Steve Deike from the Town of Scotia was present to answer questions.

Director Sellen asked Steve Deike how long after everything is signed that it will be finalized with the County. He is hoping for 45 to 60 days.

Director Sellen asked a Steve Deike regarding the gravel roads in Phase 4 the alley on Williams St. Concerned about the potholes. Steve said it had been a few months since he had been down there. Deike will look into and assist in some improvement if the Board agrees.

Director Ansted asked why it was not paved. Steve Deike responded that it was not in the original plans that were drawn up by the Engineers.

Board Discussed

Director Sellen said everything else looks beautiful and is paved. She is concerned about abandoned vehicles in the alley. Steve Deike said they are currently working on removing those vehicles.

Director Ansted is concerned about why there is not a final map to look at. General Manager Steve Coppini stated that Jeff (Whitchurch Engineering) assures us there will be a final map.

Director Ansted asked the General Manager why the Board is asked to approve Phase 4 without the map.

Steve Deike said there is a draft preliminary map.

Legal Counsel stated the map is a tentative map until finalized. Advised Board they can address the map at a special meeting or at the next Board meeting to give time to review the draft preliminary final map.

Board Discussed and motion was made to approve.

Motion: To Approve Town of Scotia Phase 4 Closeout documents and authorize President Newmaker to execute the Irrevocable Offer of Dedication and Grant Easement Deed

Motion: Sellen **Second:** Pryor

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

No Public Comment

Motion Carries

b. Consider Adopting Phase 4 Resolution Accepting Phase 4 Infrastructure

- i.** Resolution 2026-1: A Resolution of the Scotia Community Services District Board of Directors to accept an Offer of Dedication from the Town of Scotia, LLC for all non-County and privately owned linear infrastructure within the Town of Scotia LLC Phase 4 development, including water and wastewater lines, pipes, distribution, and collection systems, streets and alleyways not dedicated to the County of Humboldt and Street Lighting.

Staff introduced. President Newmaker asked if there were any questions.

Legal Counsel said his review of the Offer of Dedication was in line with previous offers.

The Town of Scotia has the hard copy that will be signed.

Directed Ansted wanted to clarify the Resolution. Legal Counsel stated it was confusing, but the first item was to review an item B is a Resolution to accept the Offer of Dedication

Staff read the now/whereas on the Resolution to clarify what actions were being taken.

Steve Deike and Paul discussed setting up a time to sign the documents

Motion was made.

Motion: To Approve Resolution 2026-1

Motion: Pryor **Second:** Sellen

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

Public Comment: Leslie congratulated everyone on the last Scotia Subdivision

Motion Carries

2. Old Business – None

G. ADJOURNE TO CLOSED SESSION AT 6:05 PM

1. Call to Order Closed Session

2. Roll Call

Paul Newmaker President- Present

Susan Pryor Vice President-Present

Director Ansted-Present

Director Perkins-Present

Director Sellen- Present

H. ADJOURN TO OPEN SESSION: 6:35 PM

- a. Report out of closed session
Direction was given to staff

I. REPORTS –

1. **President's Report:** Nothing to report
2. **Board Director Reports:** Director Sellen had a question regarding something that was already voted on. Legal Counsel advised to Discuss with General Manager.
3. **General Manager's Report:**
Theater: Ramp is almost completed. Whitchurch came and looked at the progress. Everything looked good. Slowly making progress.
Staff: Hired a new employee Katie Hubbard for the Museum. She will be at the Museum and assisting Amber as needed.
Baseball Park: There will be three games in March. The dates as March 3rd, 9th and the 23rd. Have been prepping the field. The games will be Ferndale games.
4. **Board Clerk's Report:** Form 700 should have been emailed to everyone if not there is a hard copy in the Office to fill out Due April 1st
5. **District Legal Counsel's Report:** Nothing to report
6. **Engineer's Report:** None

J. BOARD TRAINING: None

K. ADJOURNMENT at 6:45 PM

Approved:

Paul Newmaker

Paul Newmaker, President

Board of Directors

Scotia Community Services District

Date

3/17/20

Attests

Amber Gaudin

Board Clerk

Scotia Community Services District

Date

3/17/20