

MINUTES OF THE CLOSED/REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT HELD ON WEDNESDAY, JUNE 2, 2021 - 7:00 P.M.

TELECONFERENCE Via ZOOM & TELEPHONE:

ZOOM MEETING ID: 810 7719 0032 (<https://us02web.zoom.us/j/81077190032>) and TOLL FREE: 1-888-788-0099

**AGENDA ITEM A. CALL TO ORDER:**

**A.1 Roll Call:** The regular session of the Board of Directors of McKinleyville Community Services District convened at 7:01 pm with the following Directors and staff in attendance:

Dennis Mayo, President	Pat Kaspari, General Manager (by phone)
David Couch, Vice President	April Sousa, Board Secretary
Scott Binder, Director	Joseph Blaine, IT Specialist
Greg Orsini, Director	Colleen Trask, Finance Director
Joellen Clark-Peterson, Director	Lesley Frisbee, Parks & Recreation Director
	James Henry, Operations Director

**A.2 Pledge of Allegiance:** The Pledge of Allegiance was led by President Mayo.

**A.3 Additions to the Agenda:** There were no Additions to the Agenda.

**A.4 Approval of the Agenda:**

**Motion:** It was moved to approve the agenda as delivered.

**Motion by:** Director Couch; **Second:** Director Orsini

There were no comments from the Board or public.

**Roll Call:** Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

**Motion Summary:** Motion Passed

**AGENDA ITEM B. PUBLIC HEARINGS:** None

**AGENDA ITEM C. PUBLIC COMMENT AND WRITTEN COMMUNICATIONS:**

Chad Sefcik from McKinleyville. On the Park Committee. Would like to speak as a member who uses the park. Concern if funding from grants does not come through, the shredded tire surfacing needs to be replaced regardless and wanted to bring that to the Boards attention.

**AGENDA ITEM D. CONSENT CALENDAR:**

**D.1 Consider Approval of the Minutes of the Board of Directors Regular Meeting on May 5, 2021**

**D.2 Consider Approval of April 2021 Treasurer's Report**

**D.3 Compliance with State Double Check Valve (DCV) Law**

**D.4 Consider Approval of Hiller Sports Complex Facility Use Agreement Contracts between MCSD and the Mad River Youth Soccer League (MRYSL)**

**D.5 Consider Approval of 2020 Consumer Confidence Report (CCR)**

**Motion:** It was moved to approve the Consent Calendar items.

**Motion by:** Director Orsini; **Second:** Director Couch

There were no comments from the Board or public.

**Roll Call:** Ayes: Binder, Clark- Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

**Motion Summary:** Motion Passed

**AGENDA ITEM E. CONTINUED AND NEW BUSINESS:**

**E.1 Consider Adoption of Resolution 2021-16 Recognizing, Honoring, and Commending Seth Meynell for Ten (10) Years of Service**

Operations Director James Henry gave an overview of this item. The Board, Staff, and public were given an opportunity to commend and congratulated Seth Meynell for his time at MCSD.

**Motion:** It was moved to approve Resolution 2021-16 Recognizing, Honoring, and Commending Seth Meynell for Ten Years of Service

**Motion by:** Director Orsini; **Second:** Director Couch

**Roll Call:** Ayes: Binder, Clark- Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

**Motion Summary:** Motion Passed

**E.2 Consider Approval of Change Order Number 3 to Ameresco Design/Build Contract for Wastewater Management Facility Microgrid Project**

Operations Direct Henry reviewed the staff report for the Board. Richard Ross from Ameresco was available to answer questions. President Mayo asked for a staff update for Board review to come to a future meeting.

**Motion:** It was moved to approve Change Order #3 to the Ameresco Design/Build Contract for the Wastewater Management Facility Microgrid Project in the amount of \$1,805,954 for a total contract amount of \$3,909,474 and authorize the General Manager to sign the change order.

**Motion by:** Director Orsini; **Second:** Director Couch

**Roll Call:** Ayes: Binder, Clark- Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

**Motion Summary:** Motion Passed

**E.3 Consider Adoption of Resolution 2021-17 to Nominate Dennis Mayo for ACWA Region 1 Board Member**

Board Secretary Sousa introduced this item. Director Orsini commended President Mayo on his commitment to ACWA and noted it is important to have the North Coast represented on this Board. President Mayo spoke on the matter. Director Couch commented on President Mayo's committee service.

**Motion:** It was moved to approve Resolution 2021-17 Nominating Dennis Mayo for ACWA Region 1 Board Member.

**Motion by:** Director Clark-Peterson; **Second:** Director Orsini

**Roll Call:** Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

**Motion Summary:** Motion Passed

**E.4 Consider Approval of FY2021-22 Proposed Budget and Approve Resolution 2021-18 Establishing Appropriations Limits**

Finance Director Trask gave a summary of this item. Director Orsini asked clarifying questions regarding direction from a previous meeting.

**Motion:** It was moved to approve the FY 2021-22 Proposed Budget and Approve Resolution 2021-18 Establishing Appropriations Limits

**Motion by:** Director Couch; **Second:** Director Binder

**Roll Call:** Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

**Motion Summary:** Motion Passed

**E.5 Consider First Reading of Ordinance 2021-05 Adding Section 68.04 to Regulation 68, Latent Powers, of Article VI: Miscellaneous, Addressing Library Powers of the MCSD Rules and Regulations**

Board Secretary Sousa gave an overview of this item and answered questions. There were no comments from the Board or the public.

**Motion:** Approve the first reading of Ordinance 2021-05 Adding Section 68.04 to Regulation 68, Latent powers, of Article VI: Miscellaneous, Addressing Library Powers of the MCSD Rules and Regulations, by title only.

**Motion by:** Director Orsini; **Second:** Director Clark-Peterson

**Roll Call:** Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

**Motion Summary:** Motion Passed

## **E.6 Distribution of the Annual Board Self-Evaluation**

Board Secretary Sousa reviewed the Annual Board Self-Evaluation with Board Members and answered questions. There were no comments from the Board or the public.

This was an information only item; no action taken.

## **E.7 Consider Approval of Future Hybrid Board Meetings Online as well as In-Person at Azalea Hall**

Operations Director Henry gave an overview of the item. Staff answered questions from the Board.

**Motion:** Approve for future hybrid meetings at Azalea Hall to allow for in person as well as on-line Board meetings.

**Motion by:** Director Orsini; **Second:** Director Binder

**Roll Call:** Ayes: Binder, Clark- Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

**Motion Summary:** Motion Passed

## **AGENDA ITEM F. REPORTS**

### **F.1 ACTIVE COMMITTEE REPORTS**

- a. **Parks and Recreation Committee (Binder/Clark-Peterson):** Director Binder had nothing further to report from Director Frisbee's report.
- b. **Area Fund (John Kulstad/Clark-Peterson):** Did not meet.
- c. **Redwood Region Economic Development Commission (Clark-Peterson/Binder):** Director Binder reported on the Airport celebration for the new airline.
- d. **McKinleyville Senior Center Advisory Council (Clark-Peterson/Binder):** Nothing to report
- e. **Audit (Orsini/Couch):** Nothing to report
- f. **Employee Negotiations (Couch/Mayo):** Nothing to report.
- g. **McKinleyville Municipal Advisory Committee (Orsini/Binder):** Director Orsini gave a short report from the most recent meeting which included an update from the Fire District statistics, and also discussion on the bylaws.
- h. **Local Agency Formation Commission (Couch):** Director Couch reported on the Westhaven sphere of influence.
- i. **Environmental Matters Committee (Couch/Clark-Peterson):** Nothing to Report.

- j. **Ad Hoc Community Forest Committee (Mayo/Orsini):** Recreation Director Frisbee noted that the notes from the committee was in her staff report.
- k. **Ad Hoc Latent Powers Committee (Orsini/Couch):** Nothing Report – there was an item at this meeting.

## F.2 LEGISLATIVE AND REGULATORY REPORTS

President Mayo noted that he has a Federal Affairs webinar coming soon. He also discussed the water infrastructure bill. He will let the Board knows how it goes.

## F.3 STAFF REPORTS

- a. **Support Services Department (Colleen M.R. Trask):** Finance Director, Colleen Trask, added light information to her written report. She also gave an update to the lock list.
- b. **Operations Department (James Henry):** Operations Director, James Henry, had nothing further to add to his written report. Director Orsini asked Operations Director regarding the drought and information with our local area.
- c. **Parks & Recreation Department (Lesley Frisbee):** Recreation Director, Lesley Frisbee, had nothing further to add to her written report. She did note that she could bring information from public comment to the next meeting.
- d. **General Manager (Patrick Kaspari):** General Manager Kaspari was listening into the meeting. Staff was provided a written report in their packet.

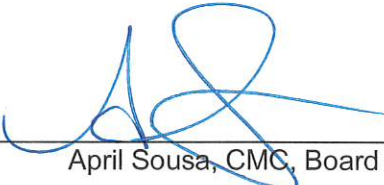
**F.3.2 PRESIDENT'S REPORT:** President Mayo asked Supervisor Madrone if he would like to speak. Supervisor Madrone noted that the Board of Supervisors were able to pass a proclamation for Special Districts Week and the proclamation was provided to the General Manager last week.

## F.4 BOARD MEMBER COMMENTS, ANNOUNCEMENTS, REPORTS AND AGENDA ITEM REQUESTS:

None

## G. ADJOURNMENT:

Meeting Adjourned at 8:24 p.m.



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April Sousa, CMC, Board Secretary