

MINUTES OF THE CLOSED/REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT HELD ON WEDNESDAY, MARCH 3, 2021 7:00 P.M.

TELECONFERENCE Via ZOOM & TELEPHONE:

ZOOM MEETING ID: 826 6940 6232 (<https://zoom.us/j/82669406232>) 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

David Couch, Vice President

Scott Binder, Director

Joellen Clark-Peterson, Director

Greg Orsini, Director

Pat Kaspari, General Manager

Colleen Trask, Finance Director

James Henry, Operations Director

Lesley Frisbee, Recreation Director

April Sousa, Board Secretary

A.2 Pledge of Allegiance: The Pledge of Allegiance was led by Director Binder.

A.3 Additions to the Agenda: General Manager Kaspari asked for the addition of an item to discuss the District becoming a signatory on a support letter by ACWA (Association of California Water Agencies) for SB323.

Motion: It was moved to approve the Agenda with this addition.

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 B. PUBLIC HEARINGS: There were no Public Hearings.

AGENDA ITEM C. PUBLIC COMMENT AND WRITTEN COMMUNICATIONS:

There were no public comments or written communications.

AGENDA ITEM D. CONSENT CALENDAR:

D.1 Consider Approval of the Minutes of the Board of Directors Regular Meeting on February 3, 2021

D.2 Consider Approval of January 2020 Treasurer's Report

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

D.4 Approve Conflict Waiver Relating to the Exclusive Representation of Humboldt Bay Municipal Water District (HBMWD) by Mitchell Law Firm in Connection with the Contemplated Trinidad Rancheria Water Mainline Extension - Pulled

D.5 Consider Approval of District becoming a Listed Supporter to the Special Districts Provide Essential Services Act of 2021 (S.91/H.R.535)

D.6 Approve Second Amendment to the Cell Tower Lease with PWM, Inc. for Existing Cell Towers at District Headquarters Property

D.7 2020 Wastewater Management Facility Annual Report to the North Coast Regional Water Quality Control Board (NCRWQCM)

D.8 Adoption of Resolution 2021-09 Adopting COVID-19 Policies and Procedures for McKinleyville Community Services District

D.9 Consider Adoption Resolution 2021-07 Approving the Revisions of the Board Policy Manual Appendix A Referring to the McKinleyville Municipal Advisory Committee Board Appointment - Removed

D.10 Approval of Hiller Sports Complex Facility Use Agreement Contracts Between MCSD and the Following Youth Sport Organizations: Mad River Girls Fastpitch Softball (Humboldt ASA); and McKinleyville Little League

Item D.4 was pulled to discuss later. Item D.9 was removed to be placed on a future agenda.

Motion: It was moved to approve the Consent Calendar items except D.4 and D.9.

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

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

D.4 Approve Conflict Waiver Relating to the Exclusive Representation of Humboldt Bay Municipal Water District (HBMWD) by Mitchell Law Firm in Connection with the Contemplated Trinidad Rancheria Water Mainline Extension

Director Orsini asked the General Manager to give a review of this item for new members of the Board. Director Couch asked clarifying questions regarding an alternative lawyer. There was no public comment.

Motion: It was moved to authorize the Board President to sign the Consent relating to exclusive representation of HBMWD to the Mitchell Law Firm in connection with the contemplated Trinidad Rancheria water mainline extension feasibility study and possible construction.

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

AGENDA ITEM E. CONTINUED AND NEW BUSINESS:

E.1 Consider Adoption of Resolution 2021-05 Recognizing, Honoring and Commending Chris Reed for Ten (10) Years of Service

Operations Director James Henry reviewed this item. Chris Reed was available for the Board, staff, and the public to recognize and honor with comments.

Motion: It was moved to approve Resolution 2021-05 recognizing, honoring, and commending Chris Reed for ten (10) years of Service.

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.2 Consider Adoption of Resolution 2021-06 Adoption of the District's Section of the Humboldt Operational Area Hazard Mitigation Plan

General Manager Kaspari gave an overview of this item and noted it was required for grant funding. The Board asked clarifying questions. There was no public comment.

Motion: Adopt Resolution 2021-06 adopting the relevant sections of the Humboldt County Operational Area Hazard Mitigation Plan.

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.3 Consider First Reading of Ordinance No. 2021-04 Adding Regulation 68, Latent Powers, to Article VI: Miscellaneous, of the MCSD Rules and Regulations

General Manager Kaspari reviewed this item. There were no comments from the Board or public.

Motion: Approve the first reading of Ordinance no. 2021-04 Adding in Regulation 68, Latent Powers, to Article VI: Miscellaneous, of the MCSD Rules and Regulations, and adopting Rule 68.01-Introduction, Rule 68.02-Exercising Latent Powers, and Rule 68.03-Services for those Experiencing Homelessness, 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.4 Consider Attendance at the California Special District Association (CSDA) Special Districts Virtual Legislative Days May 18-19, 2021

Board Secretary April Sousa reviewed this item. The Board discussed attendance and vocalized their interest. There was no public comment.

Motion: Authorize interested Board Members to attend the CSDA Special Districts Virtual Legislative Days on May 18-19, 2021.

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

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

Motion Summary: Motion Passed

E.5 Consider Adoption of Resolution 2021-08 Nominating Gregory Orsini to the California Special District Association (CSDA) Board of Directors, Seat A: Northern Network

President Mayo and Director Orsini gave a short review of this item for the Board and answered clarifying questions. The remaining Board members gave supporting comments for this nomination. There was no public comment.

Motion: Adopt Resolution 2021-08 nominating Director Gregory Orsini to the CSDA Board of Directors, Seat A: Northern Network.

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

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

Motion Summary: Motion Passed

E.6 Review Information for the Draft Capital Improvement Plan for the Operational Funds: Water, Wastewater, and Streetlights, FY2021-22

General Manager Kaspari and Finance Director Colleen Trask reviewed the information on the Capital Improvement Plan for the Operation Funds: Water, Wastewater, and Streetlights, for the upcoming fiscal year. Director Orsini asked for more information in the narrative regarding the Heavy Equipment items and noted that the Streetlights information was not included.

Clarifying Questions were asked regarding the parameters of the reserve funds and how the "Pay-Go" policy relates to the Capital Improvement Plan projects. There was no public comment.

This item was informational only; no action taken.

E.7 Discussion and Consideration to become a Signatory for ACWA's (Association of California Water Agencies) Coalition Letter Supporting SB 323.

This item was reviewed by the General Manager. The Board offered supporting comments regarding this legislation.

Motion: Authorize the General Manager to sign a letter of support for SB323.

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):** Nothing further to report besides Director Frisbee's report.
- b. **Area Fund (John Kulstad/Clark-Peterson):** Did not meet.
- c. **Redwood Region Economic Development Commission (Clark-Peterson/Binder):** Director Clark-Peterson gave a report on a request presented at the meeting regarding sending a letter to request the clean up of an old mill location off Glendale Dr. that has the potential to contaminate the water supply. She asked for this to be on a future agenda.
- d. **McKinleyville Senior Center Advisory Council (Clark-Peterson/Binder):** Did not meet.
- e. **Audit (Orsini/Couch):** Met to discuss the Finance Director recruitment.
- f. **Employee Negotiations (Couch/Mayo):** Did not meet.
- g. **McKinleyville Municipal Advisory Committee (Orsini/Binder):** Director Orsini reported on the meeting which included updates from the Fire Department and re-election of officers.
- h. **Local Agency Formation Commission (Couch):** Nothing to report.
- i. **Environmental Matters Committee (Couch/Clark-Peterson):** Did not meet.
- j. **Ad Hoc Community Forest Committee (Mayo/Orsini):** A brief report was given.
- k. **Ad Hoc Latent Powers Committee (Orsini/Couch):** Nothing further to report; items will be placed on future agendas and committee will meet as needed to review items.

F.2 LEGISLATIVE AND REGULATORY REPORTS

None

F.3 STAFF REPORTS

- a. **Support Services Department (Colleen M.R. Trask):** Finance Director, Colleen Trask, noted that there would likely be a budget modification for the Parks and Recreation budget at the May meeting.
- b. **Operations Department (James Henry):** Operations Director, James Henry, had nothing further to add to his written report.
- c. **Parks & Recreation Department (Lesley Frisbee):** Recreation Director, Lesley Frisbee, had nothing further to add to her written report.
- d. **General Manager (Patrick Kaspari):** General Manager Kaspari highlighted the 4.5-million-gallon tank and sewer crossing funding.

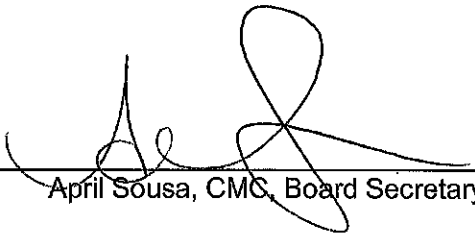
F.3.2 PRESIDENT'S REPORT: Offered time for Supervisor Madrone to speak to the Board. Supervisor Madrone mentioned the partnership between the County and the District regarding the leases of the Sheriff substation and the Library.

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

The item requested during the RREDC meeting report was reiterated at this time.

G. ADJOURNMENT:

Meeting Adjourned at 8:50 p.m.



April Sousa, CMC, Board Secretary