

**MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES
DISTRICT HELD ON WEDNESDAY, JULY 1, 2015 AT 6:30PM
AZALEA HALL, 1620 PICKETT ROAD, MCKINLEYVILLE, CA**

AGENDA ITEM A CALL TO ORDER

A.1 CALL TO ORDER and ROLL CALL: The closed session meeting of the Board of Directors of McKinleyville Community Services District convened by Vice President Wheeler at 6:30 pm with Vice President Wheeler and Directors Couch, Edwards, and Mayo in attendance. President Corbett was not present at the time of roll call.

George Wheeler, Vice President
David Couch, Director
Helen Edwards, Director
Dennis Mayo, Director

Gregory Orsini, General Manager
Becky Schuette, Board Secretary

A.2 Closed Session Discussion: PUBLIC EMPLOYEE PERFORMANCE EVALUATION (California Government Code § 54954.5 and 54957) Title: General Manager—Gregory Orsini. There was no public comment.

The meeting was adjourned to closed session at 6:35 pm.

President Corbett arrived at the closed session at 6:40 pm.

Closed Session was re-convened at 7:06 pm.

A.3 Report out of Closed Session: No action was taken.

A.1 CALL TO ORDER and ROLL CALL: The regular meeting of the Board of Directors of McKinleyville Community Services District convened at 7:06 pm with President Corbett, Directors Couch, Edwards, Mayo and Wheeler in attendance.

John Corbett, President
George Wheeler, Vice President
David Couch, Director
Helen Edwards, Director
Dennis Mayo, Director

Gregory Orsini, General Manager
Colleen M.R. Trask, Finance Director
James Henry, Operations Director
Lesley Frisbee, Recreation Director
Becky Schuette, Board Secretary

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

A.3 Additions to the Agenda: There were no additions to the agenda.

A.4 Approval of Agenda:

MOTION: It was moved to approve the agenda.

Motion: George Wheeler; Second: Helen Edwards

ROLL CALL: Ayes; Couch, Edwards, Mayo, Wheeler and Corbett;

MOTION SUMMARY: Motion Passed

AGENDA ITEM B PUBLIC HEARINGS: There were no public hearings scheduled.

AGENDA ITEM C PUBLIC COMMENT AND WRITTEN COMMUNICATIONS: President Corbett opened public comment and there were none.

AGENDA ITEM D CONSENT CALENDAR:

D.1 Consider approval of minutes of the Board of Directors' Regular Meeting of June 3, 2015

D.2 Consider approval of May 2015 Treasurer's Report

D.3 No DCV Violations this month

MOTION: It was moved to adopt the consent calendar items D.1 –D.3.

Motion: Dennis Mayo; Second: Helen Edwards

There were no objections and no comments by the public.

ROLL CALL: Ayes; Couch, Edwards, Mayo, Wheeler and Corbett

MOTION SUMMARY: Motion Passed

AGENDA ITEM E CONTINUED AND NEW BUSINESS:

E.1 Introduce and Welcome the new General Manager for the Humboldt Bay Municipal Water District (HBMWD), Paul Helliker: Director Sherri Woo with the HBMWD briefly discussed the interview process for hiring their new General Manager. She then introduced the new GM, Paul Helliker, who spoke of some of his experiences with Marin County Water District. He was welcomed verbally by several of the Director's and General Manager Orsini.

This was an informational item only, no action was taken.

E.2 Adopt Resolution 2015-22, Honoring, Recognizing and Commending Carol Rische for her many years of service and support to the McKinleyville Community Services District through her interactions as General Manager of the Humboldt Bay Municipal Water District: General Manager Orsini offered his recommendation to approve Resolution 2015-22 stating that he had learned a great deal from Carol Rische over the years.

MOTION: It was moved to approve Resolution 2015-22.

Motion: Helen Edwards; Second: Dennis Mayo

There was no board or public comment at this time.

General Manager Orsini read aloud, for the record, the complete Resolution.

President Corbett asked Carol Rische to come forward for a few words. She spoke of being honored but wanted to include her staff and her Board of Director's in the praise as she felt it was a team effort. She also talked about the involvement of several of the MCSD Directors in the processes to benefit the partnership between MCSD and HBMWD. President Corbett and Director Mayo each provided positive comments regarding appreciation of Rische.

ROLL CALL: Ayes; Couch, Edwards, Mayo, Wheeler and Corbett

MOTION SUMMARY: Motion Passed

E.3 Select Candidates for Special District Risk Management Authority (SDRMA) Board of Directors and Approve Resolution 2015-21: This item was read and reviewed by Board Secretary, Becky Schuette. Director Mayo had three persons to recommend but asked to hear from the General Manager first. General Manager Orsini recommended Sandy Seifert-Raffelson and believed that either Swan or Gray would be viable candidates. Director Mayo recommended Swan, Grey and Seifert-Raffelson as well. The original motion by Director Mayo included a different name than his original motion; therefore the motion was corrected and restated to the following:

MOTION: It was moved to recommend Resolution 2015-21, the official submittal ballot for SDRMA, Robert Swan, Ed Gray and Sandy Seifert-Raffelson

Motion: Dennis Mayo; Second: Helen Edwards

ROLL CALL: Ayes; Couch, Edwards, Mayo, Wheeler and Corbett

MOTION SUMMARY: Motion Passed

E.4 Consider Attendance to the California Special District's Association (CSDA) 2015 Annual Conference, September 21-24 in Monterey, CA: The staff note was presented by Board Secretary Schuette.

MOTION: It was moved to authorize participation for Director's that it fits into their schedule.

Motion: Dennis Mayo; Second: Helen Edwards

There was no board comment and no public comment. There was a question about required training credits. The General Manager did advise that the District of Distinction Certificate was going to be awarded to the District at the conference and that since this one was closer to home, it was less expensive to travel and attend. Another question was posed about the cutoff dates for registration and cancellation. Director Wheeler indicated he would like to attend.

ROLL CALL: Ayes; Couch, Edwards, Mayo, Wheeler and Corbett

MOTION SUMMARY: Motion Passed

E.5 Consider and Adopt Resolution 2015-19, intent of the McKinleyville Community Services District to reimburse expenditures of the Project Funds provided by the State of California, acting by and through the State Water Board, and Resolution 2015-20 to Pledge Revenues and Funds related to the Wastewater Management Improvement Project: General Manager Orsini reviewed the staff note and made his recommendation. There were no questions from the Board and no public comment.

MOTION: It was moved to adopt Resolution 2015-19 and Resolution 2015-20.

Motion: Helen Edwards; Second: Dennis Mayo

ROLL CALL: Ayes; Couch, Edwards, Mayo, Wheeler and Corbett

MOTION SUMMARY: Motion Passed

E.6 Approve Adams Commercial General Contracting as the successful bidder associated with bids received for Teen and Community Center Construction Project and Authorize General Manager to execute a Construction Contract: General Manager Orsini reviewed the staff note, explaining the original bid results and the need to put the project out to bid again. He also reviewed the

alternatives available for removal from this bidding process. There were no comments by the Board or the public.

MOTION: It was moved to declare Adams Commercial as the lowest responsible bid and authorize the General Manager to execute a Construction Contract per staff recommendation.

Motion: Helen Edwards; Second: George Wheeler

ROLL CALL: Ayes; Couch, Edwards, Mayo, Wheeler and Corbett

MOTION SUMMARY: Motion Passed

E.7 Information pertinent to the new Groundwater Sustainability Plan and consider the formation of a Ground Water Sustainability Committee and appointing a chair: This item was presented by General Manager Orsini, but placed on the agenda at the request of Director Edwards. The topic presented a lengthy discussion regarding the District's representation to the Eel River Basin and the State's Sustainable Groundwater Management Act and how it could affect MCSD and the McKinleyville area. Director Edwards is requesting a committee be formed and that a committee representative be directly involved in the input to the Humboldt County Board of Supervisors and the State in regards to the Eel River Valley Basin. This was an informational topic only and President Corbett has asked that the item appear on the agenda again in August in order to allow him time to study the structure and determine the best action for the Board.

AGENDA ITEM F REPORTS:

F1. Active Committee Reports

- a. **Recreation Advisory Committee (Wheeler/Couch (alternate)):** Director Couch reported that he had attended this month's meeting and the following topics were discussed: swing sets at the park again, a District swimming pool, and trees in the location that the WWMF solar arrays will be going.
- b. **Area Fund (John Kulstad):** John Kulstad was present to report that a \$1000 scholarship was given to McKinleyville High 2015 graduate, Brooke Vogt, who will be going to Chico State. She will be obtaining a degree in veterinary care and the committee felt that it was appropriately "agriculturally" related.
- c. **Redwood Region Economic Development Commission (Mayo/Edwards (alternate)):** Director Mayo reported that the Baird Road ranch had sold; they had rehired Greg Foster as the Executive Director; air service in McKinleyville was again discussed.
- d. **McKinleyville Senior Center Advisory Committee (Edwards):** Nothing to report; did not meet.
- e. **Audit (Corbett/Edwards):** Nothing to report; did not meet.
- f. **Employee Negotiations (Couch/Edwards):** The committee met with the General Manager and there had been a closed session meeting and his contract will be on the Board agenda in August for open session.
- g. **Water Task Force (Wheeler/Corbett (alternate)):** Nothing to report; did not meet.

- h. **AdHoc No Drugs & Toxics Down the Drain (Wheeler/Couch (alternate)):** Nothing to report; did not meet.
- i. **McKinleyville Municipal Advisory Committee (Edwards/Corbett (alternate)):** Director Edwards reported that the County Public Works had come to the meeting and requested support on the final recommendation for the Central Avenue changes in regards to the colors, crosswalks and safety changes.
- j. **Cornerstone Committee (Couch):** Nothing to report; have not yet met.

F.2 Staff Reports:

- a. **Support Services Department:** Finance Director Colleen Trask reported on the reserves account balance, the audit committee schedule being determined and an explanation for a negative number in the Treasurer's report being a result of a voided check.
- b. **Operations Department:** Operations Director James Henry had nothing further to add at this time.
- c. **Parks and Recreation Department:** Recreation Director Lesley Frisbee had nothing further to add at this time. Director Mayo congratulated Parks on receiving the Habitat for Conservation Fund (HCF) grant. General Manager Orsini pointed out the Corbett family bench that had been installed on the trails at the end of School Road, overlooking the Mad River. It will be inscribed at a later date.
- d. **General Manager:** General Manager Orsini reminded the Directors of the Household Hazardous Waste Event that MCSD is co-sponsoring on July 18th at Pierson Park. He also pointed out a correction to his cost savings for the HAF grant, that is was not MAF. GM Orsini wanted also to point out the grants and cost savings figure for this year: \$1,157,334! The net metering application submitted to PG&E for the solar project was accepted and that Villara is now working with them to move forward. The North Bank Road property was briefly mentioned and the need for scheduling a ground breaking ceremony for the Teen Center.

F.3 President's Report: President Corbett did not make a report.

F.4 Board comments, announcements, reports and agenda item requests: Director Mayo reported that he had attended Congressman Huffman's chili feed.

AGENDA ITEM G ADJOURNMENT:

President Corbett adjourned the meeting at 8:40 PM


Becky Schuette, Board Secretary