

**MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES  
DISTRICT HELD ON WEDNESDAY, SEPTEMBER 7, 2016 AT 7:00 PM  
AZALEA HALL, 1620 PICKETT ROAD, MCKINLEYVILLE, CA**

**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 7:03 pm with President Wheeler, Director Corbett, Director Couch and Director Mayo present.

George Wheeler, President  
John Corbett, Director  
David Couch, Director  
Dennis Mayo, Director

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

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

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

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

**MOTION:** It was moved to adopt the agenda.

Motion by: Director Corbett; Second: Director Couch

There was no comment from the Board or Public

**ROLL CALL:** Ayes: Corbett, Couch, Mayo and Wheeler. Nays: None

**MOTION SUMMARY:** Motion Passed

**A.5 Closed Session Discussion:** There was no closed session

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

**AGENDA ITEM C. PUBLIC COMMENT AND WRITTEN COMMUNICATIONS:** There was no public comment.

**AGENDA ITEM D. CONSENT CALENDAR:**

D.1 Consider Approval of the Minutes of the Board of Directors Regular Meeting of August 6, 2016

D.2 Consider approval of July 2016 Treasurer's Report

D.3 DCV Violations this Month – No violations this month

**MOTION:** It was moved to approve the consent calendar

Motion: Director Corbett; Second: Director Couch

**ROLL CALL:** Ayes: Corbett, Couch, Mayo and Wheeler. Nays: None

**MOTION SUMMARY:** Motion Passed

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

**Agenda Item E.1 Vangari** Variance Request Regarding Leak Adjustment Policy

Presented by General Manager Gregory Orsini. Mrs. Vangari spoke to the board and concurred with the GM's presentation.

**MOTION:** Approve request for variance on leak adjustment policy to allow 2<sup>nd</sup> leak adjustment within a 24-month period and approve credit to the Vangari's account in accordance with the leak adjustment policy.

Motion: Director Couch; Second: Director Corbett

**ROLL CALL:** Ayes: Corbett, Couch, Mayo and Wheeler. Nays: None

**MOTION SUMMARY:** Motion Passed

**Agenda Item E.2 Approve** Resolution 2016 –15 Calling for an election to fill a vacant board seat at the established election date on March 7, 2017. Item presented by General Manager, Gregory Orsini and District Counsel Russ Gans. Mr. Gans requested the resolution be amended to include "If acceptable to the Humboldt County Elections Office, mail-in ballot protocol will be utilized for the election" in #4 of the resolution.

**MOTION:** Approve resolution 2016-15 per staff as amended by legal counsel.

Motion: Director Mayo; Second: Director Corbett

**ROLL CALL:** Ayes: Corbett, Couch, Mayo and Wheeler. Nays: None

**MOTION SUMMARY:** Motion Passed

**Agenda Item E.3 Annual** Board Self-Evaluation review and discussion.

Directors briefly discussed the merits of the self-evaluation process. Members of the public, Linda Durflinger and John Calkins gave comment to the board.

**Agenda Item E.4 Approve** Blastco, Inc. as the successful bidder related to bids received for the Cochran Tank 1B painting Request for Proposals (RFP), including budget amendment to Fiscal Year 2016/2017 and authorize Board President to execute construction contract. Item presented by General Manager, Gregory Orsini. A brief discussion between Directors and Staff followed the presentation.

**MOTION:** Approve per staff recommendation

Motion: Director Corbett; Second: Director Couch

**ROLL CALL:** Ayes: Corbett, Couch, Mayo and Wheeler. Nays: None

**MOTION SUMMARY:** Motion Passed

**Agenda Item E.5 Approve** Budget Modification for McKinleyville Teen and Community Center Kitchen Equipment. Item presented by General Manager, Gregory Orsini. Director Corbett requested to amend the staff recommendation to say:

- Approve the proposed Budget Modification for the McKinleyville Teen and community Center kitchen equipment for *up to* \$110,00, which includes \$40,000 from donations and \$70,000 from Reserves.
- Authorize the General Manager to procure kitchen equipment for the McKinleyville Teen and Community Center Kitchen

**MOTION:** Approve up to \$110,000 under conditions of Staff recommendation

Motion: Director Corbett; Second: Director Couch

**ROLL CALL:** Ayes: Corbett, Couch, Mayo and Wheeler. Nays: None

**MOTION SUMMARY:** Motion Passed

## **AGENDA ITEM F. REPORTS**



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

- a. **Recreation Advisory Committee (Wheeler/Couch):** Did not meet
- b. **Area Fund (John Kulstad):** Nothing to report
- c. **Redwood Region Economic Development Commission (Mayo/Wheeler):** Director Mayo attended a meeting at which a presentation on Biomass was given.
- d. **McKinleyville Senior Center Advisory Committee (Wheeler, Mayo):** Did not meet
- e. **Audit (Corbett/Couch):** Did not meet
- f. **Employee Negotiations (Couch/Corbett):** Did not meet
- g. **Water Task Force (Wheeler/Corbett):** Did not meet
- h. **AdHoc No Drugs & Toxics Down the Drain (Wheeler/Couch):** Did not meet
- i. **McKinleyville Municipal Advisory Committee (Corbett /Wheeler):** Both Director Corbett and General Manager Gregory Orsini attended the meeting as voting committee members. Director Corbett reported on the DANCO project agenda item presented and voted upon at the August 31, 2016 meeting.
- j. **Cornerstone Committee (Couch):** Director Couch attended meeting in August. Reported that the committee is gearing up for recruitment of more members.
- k. **Groundwater Sustainability Committee (Corbett, Mayo):** Did not meet.

## **F.2 STAFF REPORTS**

- a. **Support Services Department (Colleen M.R. Trask):** Finance Director Trask reviewed her report.
- b. **Operations Department (James Henry):** Operations Director Henry discussed the recent Eagle Scout project completed at the Hiller Sports Site and showed a time lapse video of the complete construction of the Teen & Community Center.
- c. **Parks & Recreation Department (Lesley Frisbee):** Recreation Director Frisbee had nothing further to add to the written report.
- d. **General Manager (Greg Orsini):** General Manager Orsini reported:
  - that a new Board Secretary has been hired and her start date is September 16, 2016.
  - The District website is getting an update to make it more modern and mobile friendly.
  - IPM continues to improve. An application matrix has been updated and added to the plan.
  - Staff is currently reviewing a couple of Alternative Energy project proposals.

**F.3 PRESIDENT'S REPORT:** President Wheeler discussed an upcoming Redwood Coast Energy Authority event regarding the Community Choice Energy Program as well as his recent research on the Cascadia Subduction Zone.

## **F.4 BOARD MEMBER COMMENTS, ANNOUNCEMENTS, REPORTS AND AGENDA ITEMS**

**REQUESTS:** No agenda items were requested. Board members discussed a variety of recent

community news and events. No formal reports or announcements were made.

**G. ADJOURNMENT: 9:20pm**

Motion to adjourn made by Director Corbett; Second: Director Couch.

  
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Lesley Frisbee, Board Secretary