

MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

**HELD ON WEDNESDAY, NOVEMBER 7th, 2012 AT 7:00 PM
AZALEA HALL, 1620 Pickett Road, McKinleyville, California**

The regular meeting of the Board of Directors of McKinleyville Community Services District convened at 7:02 PM with the following Directors and staff in attendance:

Dennis Mayo, Board President
David Couch, Vice President
Helen Edwards, Director
John Corbett, Director
Bill Wennerholm, Director

Norman Shopay, General Manager
Greg Orsini, Operations Director
Colleen M.R. Trask, Finance Director
Jason Sehon, Park & Recreation Director
Dave Baldosser, acting Board Secretary

AGENDA ITEM A-CALL TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE, ADDITIONS TO THE AGENDA:

At 7:02 PM President Mayo called the meeting to order. Directors Corbett, Edwards, Wennerholm, Couch and Mayo were present. Director Wennerholm led the pledge of allegiance. There were no additions to the agenda.

AGENDA ITEM B-APPROVAL OF THE AGENDA:

MOTION: It was moved to approve the agenda. Motion by Corbett; second by Edwards

MOTION VOTE: Ayes: Corbett, Couch, Edwards, Wennerholm, and Mayo

MOTION SUMMARY: Motion Passed- 5 AYES; 0 NAYS

AGENDA ITEM C- PUBLIC HEARINGS: NONE SCHEDULED

AGENDA ITEM D - CONSENT CALENDAR:

1. Consider approval of minutes of the Board of Director's Regular Meeting of October 3, 2012
2. Consider approval of September 2012 Treasurer's Report
3. DCV Violations this month
4. Expenditure Control Guidelines

MOTION: It was moved to approve the consent calendar. Motion by Corbett; second by Couch

MOTION VOTE: Ayes: Corbett, Couch, Edwards, Wennerholm, and Mayo

MOTION SUMMARY: Motion Passed- 5 AYES; 0 NAYS

AGENDA ITEM E - CONTINUED AND NEW BUSINESS:

E.1 Approve the updates to the Parks & Recreation Master Plan to include potential BMX Bike Track

Jason Sehon briefed the Board on the history of discussions and the different organizations willing to support the amendments to the master plan. The amendments to the Master Plan would include the potential development of a BMX Bike Track. And approve revisions that reflect the McKinleyville Skate Park Organizations decision to not sign a Right of Entry Agreement to build a park on MCSD property.

MOTION: It was moved to approve both amendments to the Parks and Recreation Master Plan; Motion by Edwards; second by Corbett.

President Mayo opened the floor for public comment with eight members speaking. All were in favor.

MOTION VOTE: Ayes: Corbett, Couch, Edwards, Wennerholm, and Mayo

MOTION SUMMARY: Motion Passed- 5 AYES; 0 NAYS

E.2 Approve Phase 1 of the Streetlight replacement program for LED's on Central Avenue

Staff presented financial and technical data supporting research of Phase 1 in response to the Board's inquiry into the process.

MOTION: It was moved to approve Phase 1 of the Street replacement program; Motion by Corbett; second by Edwards.

President Mayo opened the floor for public comment with two people speaking. Comments by board members related to pricing of service, methods of funding and cost implications.

MOTION VOTE: Ayes: Corbett, Couch, Edwards, Wennerholm, and Mayo

MOTION SUMMARY: Motion Passed- 5 AYES; 0 NAYS

E.3 Approve Resolution 2012-30 to Update Rules and Regulations Revising Pretreatment Service Fees for Commercial and Industrial Sewer Users with Discharge Permits

MOTION: It was moved to approve Resolution 2012-30; Motion by Edwards; second by Corbett.

President Mayo opened the floor for public comment with two members of the public or people speaking

ROLL CALL VOTE: Ayes: Corbett, Couch, Edwards, Wennerholm, and Mayo

MOTION SUMMARY: Motion Passed- 5 AYES; 0 NAYS

E.4 Nomination of a Board member as representative to the Association of California Water Agency; Joint Powers Insurance Authority

MOTION: It was moved to nominate Dennis Mayo as the board member representative with Norman Shopay as an alternate; Motion by Corbett; second by Wennerholm.

No public comment

MOTION VOTE: Ayes: Corbett, Couch, Edwards, Wennerholm, and Mayo

MOTION SUMMARY: Motion Passed- 5 AYES; 0 NAYS

E.5 Potential Merit Salary Adjustment Regarding General Manager Compensation

President Mayo presented to the Board for discussion a merit increase of 5% retroactive for 12 months, plus two days of additional permanent administrative leave.

MOTION: It was moved to approve the recommended merit salary adjustments; Motion by Edwards; second by Corbett.

President Mayo opened the floor for public comment with one member speaking.

MOTION VOTE: Ayes: Corbett, Couch, Edwards, Wennerholm, and Mayo

MOTION SUMMARY: Motion Passed- 5 AYES; 0 NAYS

AGENDA ITEMS F-REPORTS:

F.1.a - RAC (Recreation Advisory Committee): Brief meeting with comment on letter received relating to BMX project.

F.1.b - MCK AREA FUND: Director Edwards stated they met and will be sending out requests for grant proposals in January which will be reviewed in March.

F.1.c - RREDC (Redwood Region Economic Development Commission): Directors' Wennerholm and Edwards did not attend meeting; nothing to report.

F.1.d - MCK SENIOR ADVISORY COMMITTEE: Nothing to report.

F.1.e - AUDIT: Nothing to report.

F.1.f - EMPLOYEE NEGOTIATIONS: Nothing to report.

F.1.g - WATER TASK FORCE: Nothing to report.

F.1.h - ADHOC NO DRUGS AND TOXICS DOWN THE DRAIN: Nothing to report.

F.1.i - MCKINLEYVILLE COMMUNITY ADVISORY COMMITTEE (MCAC): Director Edwards reported that the committee met, chose officers and established meeting times and places; next meeting 11/28 at 5:30 pm at the MCSD office (last Wednesday of the month).

F.2.a - SUPPORT SERVICES DEPARTMENT: Finance Director Trask reported financial statements for fiscal year 2012 are complete and being drafted, pending auditor's final review, when complete will be submitted to audit committee (approximately November 27th); budget process beginning, training for board secretary continuing.

F.2.b - OPERATIONS DEPARTMENT: Nothing to Report

F.2.c - PARKS & RECREATION DEPARTMENT: Jason Sehon commented that the Fall Festival begins Saturday and all is ready.

F.2.d - GENERAL MANAGER: General Manager Shopay provided an update on ongoing negotiations with Kennedy/Jenks. The negotiations are relative to effort and scope of work, which if completed upfront, complement the overall effort.

F.3. PRESIDENT'S REPORT: Director Mayo commented that the new ACWA Region 1 President will be Aldaron Laird. He commented this would be good for Humboldt County. Also that Cal/Trans communicated the Mad River Bridge ribbon cutting ceremony has been delayed. He also commented on the United States Forest Service and their ongoing work related to the snowy plover.

F.4. BOARD COMMENTS, ANNOUNCEMENTS, REPORTS AND AGENDA ITEM REQUESTS: NONE

AGENDA ITEM G-PUBLIC COMMENT AND WRITTEN COMMUNICATIONS:

One comment from public on BMX park amendment to Master Plan; the individual recommends a letter to the BMX group regarding the realities of building the track with relative timelines.

AGENDA ITEM H-CLOSED SESSION DISCUSSION: NONE SCHEDULED

AGENDA ITEM I-ADJOURNMENT:

MOTION: It was moved to adjourn the meeting at 8:47 pm. Motion by Corbett; Second by Edwards

MOTION VOTE: Ayes: Corbett, Couch, Edwards, Wennerholm, and Mayo

MOTION SUMMARY: Motion Passed-5 AYES; 0 NAYS

Respectfully Submitted,

David A. Baldosser
Acting Board Secretary