

**MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT
HELD ON WEDNESDAY, AUGUST 17, 2011 AT 7:00PM AT AZALEA HALL,
1620 PICKETT ROAD, MCKINLEYVILLE**

The regular meeting of the Board of Directors of McKinleyville Community Services District convened at 7:00pm with the following Directors and staff in attendance:

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

Norman Shopay, General Manager
Gregory Orsini, Operations Director
Sharon Denison, Board Secretary
Jason Sehon, Park & Recreation Director

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

At 7:00pm President Edwards called the meeting to order. Directors Corbett, Couch, and Mayo were present. Director Wennerholm was absent. There were no additions to the agenda. Director Couch led the pledge of allegiance.

AGENDA ITEM B-APPROVAL OF THE AGENDA: The agenda was approved.

AGENDA ITEM C-PUBLIC HEARINGS: C1-TAKE PUBLIC COMMENTS ON URBAN WATER MANAGEMENT PLAN AND APPROVE PLAN FOR SUBMITTAL: Manager Shopay introduced Jason Patton, staff member who has been working on the update of the Urban Water Management Plan. He briefly reviewed the requirements and timeline for submittal. As there were no Board questions or comments President Edwards opened the Public Hearing and closed the Public Hearing with no comments received. Director Couch had a question about the rainfall numbers used and complemented staff on this major task done in-house.

MOTION: It was moved to adopt Resolution 2011-20 approving the 2010 Urban Water Management Plan with changes as necessary and authorize submission to the Department of Water Resources. Motion by Mayo; second by Corbett.

MOTION VOTE: ROLL CALL VOTE: Ayes: Corbett, Couch, Mayo, Edwards

MOTION SUMMARY: Motion passed-4 AYES; 0 NAYS

AGENDA ITEM D-CONSENT CALENDAR:

1. Consider approval of minutes of the Board of Directors' Regular Meeting of July 20, 2011
2. Consider approval of July 2011 Treasurer's Report
3. DCV Violations this month
4. Consider Memorandum of Understanding (MOU) between the MCSD and McKinleyville Union School District regarding provision of after school program.

(In accordance w/Robert's Rules of Order, 10th edition, Pg. 451, Section 48: "Unless the minutes are to be published, they should contain mainly a record of what was done at the meeting, not what was said by the members".)

Director Corbett requested item D.2 be pulled from the consent calendar. President Edwards agreed and requested staff to place the July treasurer's report on next month's agenda to give the interim finance director time to make some adjustments to the fiscal numbers in the report.

MOTION: It was moved to approve the consent calendar excluding item D.2. Motion by Corbett; second by Mayo. (Item D.2 was continued to next month).

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

MOTION SUMMARY: Motion passed-4 AYES; 0 NAYS

AGENDA ITEM E.1-SITE TOUR OF RAMEY BOOSTER STATION UPGRADE PROJECT: Operations Director Orsini briefly reviewed the project just completed by Wahlund Construction to upgrade the existing Ramey Booster Station on North Bank Road. After a brief discussion President Edwards adjourned the meeting for the Board and public to take a tour of the updated facility. The Board, Staff and interested members of the public met at the Ramey pump station on North Bank Road. District employee Bill McBroome led the tour, explaining all the changes that were done and the positive impact they would have on the District and its customers. Mr. McBroome was very knowledgeable about the operation of the system and had in fact done most of the electrical work himself on the upgrade. He explained how the system worked and answered many questions from those in attendance. The Directors praised the updated facility and thanked staff for the tour. Everyone left the site at about 8:00pm to head back to the office for the remainder of the Board meeting.

At 8:15PM President Edwards called the meeting back to order.

AGENDA ITEM E.2-SELECT CANDIDATE FOR SDRMA BOARD OF DIRECTORS: There was a brief Board discussion with suggestions from Directors on their preference of candidate choice.

MOTION: It was moved to adopt Resolution 2011- 21, with votes cast for Sandy Raffelson, Mike Scheafer, Terry Burkhardt and authorize submission of the Resolution and ballot to SDRMA. Motion by Mayo; Second by Corbett.

MOTION VOTE: ROLL CALL VOTE-AYES: Corbett, Couch, Mayo, Edwards

MOTION SUMMARY: Motion Passed-4 AYES; 0 NAYS

AGENDA ITEM E.3-CONSIDER EXTENSION OF RIGHT OF WAY AGREEMENT WITH MCKINLEYVILLE SKATE PARK ORGANIZATION THROUGH DECEMBER 31, 2011: Park and Recreation Director Sehon explained that the Skate Park organization had requested this extension to the right of entry agreement that expires September 8, 2011 due to a requirement for a grant funding application submitted.

MOTION: It was moved to approve the addendum and extension of the right of entry agreement through December 31, 2011. Motion by Corbett; second by Couch.

MOTION VOTE: AYES: Corbett, Couch, Mayo, Edwards

MOTION SUMMARY: Motion Passed-4 AYES; 0 NAYS

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AGENDA ITEM E.4-UPDATE ON FISCHER RANCH SPRAYING INCIDENT: General Manager Shopay introduced Jeff Dolf, Humboldt County Agriculture Commissioner. He spoke briefly regarding the May 14th incident and the investigation results and action taken to address this with Mr. Peachey. He reported that Mr. Peachey had received a notice of violation; this was his first violation and the County Agriculture Department had decided at the conclusion of the investigation that no further action was necessary. There was a brief Board discussion after which President Edwards opened public input. Three people addressed the Board with their serious concerns on the incident and the effect on the neighborhood. President Edwards closed public input. General Manager Shopay offered to redistribute a copy of the letter staff had written to Mr. Peachey in regards to this event and all future chemical application on the MCSD Fischer Ranch Property and felt this may answer concerns expressed tonight. President Edwards thanked Mr. Dolf for his attendance tonight and the handling of the incident.

AGENDA ITEM F-REPORTS:

F1a-RAC: Director Couch reported no meeting in August.

F1b-McK Area Fund: President Edwards reported no meeting until October.

F1c-RREDC: President Edwards reported there was no meeting she was aware of.

F1d-McK Senior Center: President Edwards referred to Director Wennerholm senior center meeting minutes included in the packet.

F1e-Audit: Director Corbett reported the audit was not completed yet.

F1f-Water Task Force: Director Mayo had nothing to report.

F1g-AdHoc No Drugs & Toxics down the Drain: Director Mayo had nothing to report.

F1h-Humboldt County Advisory: President Edwards reported a draft was being worked on for both this and the McKinleyville Area Planning Commission formation, but nothing was ready for the Board yet.

F1i-McKinleyville Area Planning Commission Formation: See item above.

F2a-Support Services Department: General Manager Shopay reported that a CalWorks employee was working in the Support Services Department 40 hours per week at no cost to the District for six months.

F2b-Operations Department: Operations Director Orsini had nothing to add to his written report.

F2c-Park & Recreation Department: Park and Recreation Director Sehon reported that staff had held a phone conference meeting today to begin discussion regarding the teen center approved in the Measure B renewal. He added that the session was very productive and he would be moving ahead on the project and would keep the Board apprised.

F2d-General Manager: General Manager Shopay had nothing to add to his written report.

F3-President's Report: President Edwards reported she would be attending the August 23rd supervisor's meeting. Director Mayo thanked her for her presentation at the last meeting.

F4-Board Members comments, Announcements and Reports: No announcements were made.

AGENDA ITEM G-PUBLIC COMMENT AND WRITTEN COMMUNICATIONS: President Edwards opened public input and David Elsebusch expressed concern that the Board President planned to attend a meeting and represent the Board without direction from the Board per an agenda item. He suggested the Fisher lease include restrictions such as herbicides. President Edwards closed public input.

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AGENDA ITEM H-CLOSED SESSION DISCUSSION: NONE

AGENDA ITEM I-ADJOURNMENT:

MOTION: It was moved to adjourn the meeting at 8:57PM. Motion by Corbett; second by Mayo.

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

MOTION SUMMARY: Motion Passed-4 AYES; 0 NAYS

Respectfully Submitted,

Sharon L. Denison,
Board Secretary

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