

**MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES  
DISTRICT HELD ON WEDNESDAY, JANUARY 6, 2016 AT 7:00PM  
AZALEA HALL, 1620 PICKETT ROAD, MCKINLEYVILLE, CA**

**AGENDA ITEM A CALL TO ORDER**

**A.1 ROLL CALL:** The regular meeting of the Board of Directors of McKinleyville Community Services District convened at 7:02 pm with President Wheeler, Director Corbett, Director Couch and Director Mayo present. Vice President Edwards was absent.

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  
Becky Schuette, Board Secretary

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

**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: John Corbett; Second: Dennis Mayo

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

**MOTION SUMMARY:** Motion Passed

**A.5 Closed Session Discussion:** No Closed Session

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

**AGENDA ITEM C PUBLIC COMMENT AND WRITTEN COMMUNICATIONS:** Vice President Wheeler opened public comment and the following members of the public spoke:

Greg Orsini, McKinleyville advised that the two most important ladies in his life were present tonight, his mother and significant other.

Kyle Stone, McKinleyville queried the Board about the Central Avenue Safety Improvement Project. He was advised that the plans for the project have been finalized, that there had been many meetings about it and the project was being handled by County Public Works.

Supervisor Ryan Sundberg stepped forward and commented on the final plans and some of the specifics that resulted for the final project compared to how the project started.

**AGENDA ITEM D CONSENT CALENDAR:**

**D.1** Approve the minutes of the Board of Directors' Regular Meeting on December 2, 2015 and the Special Meetings on December 9 and 21, 2015

**D.2** Approve the November 2015 Treasurer's Report

**D.3** Compliance with State Double Check Valve (DCV) Law – No Violations

Prior to the motion, General Manager Orsini proposed a change to item D.1 of the consent calendar. On page 8 of the Board packet, within the meeting minutes on December 2, 2015, Agenda Item G Adjournment, President Corbett was changed to Vice President Wheeler.

**MOTION: It was moved to adopt the consent calendar items D.1 – D.3., with the corrections recommended by the General Manager, subject to public comment.**

Motion: Dennis Mayo; Second: John Corbett

There were no objections and no comments by the public.

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

**MOTION SUMMARY:** Motion Passed

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

**E.1 McKinleyville Community Services District Employee of the Year Award Presentation to Diane Sloane:** General Manager Orsini reviewed the staff note with the qualifications for Employee of the Year, the past recipients and praised this year's winner, Diane Sloane. The gift award was presented and photos of the winner with the GM and Board were conducted. Director Mayo also offered Diane words of praise.

This item was information only, no action taken.

**E.2 Presentation of the Community Builder Award to Supervisor Ryan Sundberg:** Recreation Director Lesley Frisbee provided the staff note and explained the history behind the award and why Supervisor Sundberg was deserving of the award. He was then presented with a plaque and photos were taken with the Board and General Manager. The Supervisor offered his gratitude and introduced his family who was also present with him for the presentation. Each of the Directors offered appreciation as well.

This item was information only, no action taken.

At this time, General Manager Orsini requested that the President consider calling item E.5, followed by E.7 and then back to agenda items E.3, E.4, E.6 and finally E.8, as there were a number of persons from the public present for items E.5 and E.7. President Wheeler obliged and called agenda item E.5.

**E.5 Consider Approval of Resolution 2016-01 Approving Changes in Health Care Plans Offered to Employees of the District Hired After January 1, 2016:** General Manager Orsini reviewed the agenda item and explained the impact of healthcare costs to the District. He went on to explain the new option that will be offered to employees hired by the District after January 1, 2016. He further explained the fiscal impact of the change and the savings that will be the result of the changes if the Resolution is approved. The Directors took turns speaking about their dislike of needing to have something like this be done, but also explained why it may be necessary. President Wheeler opened the topic to public comment and the following members of the public spoke:

Bill McBroom, McKinleyville, offered applause to the General Manager for the innovative proposal. He explained his stance against the change as the good benefit package offered by the District is what brings and retains good employees to the District.



There were no further comments from the public and President Wheeler returned the topic to the Board. A lengthy discussion among the Board and Staff continued and Bill McBroom returned to the podium for reiteration of his comments. The Directors were all reluctant to have to move in this direction, but each explained why it was necessary in their opinion. Director Couch commended the employees for coming and for Bill for speaking concerns as this showed how the District employees look out for each other, even those that are not hired yet.

**MOTION: It was moved to approve Resolution 2016-01.**

Motion: John Corbett; Second: Dennis Mayo

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

**MOTION SUMMARY:** Motion Passed

**E.7 Integrated Pest Management Plan (Plan) Update:** General Manager Orsini reviewed the item and read aloud the Policy from the draft document. He then proposed several changes to the draft in the Board packet:

On page 100 of the Board packet, Section C, it was requested that the Directors recommend the order of importance from most to least for the seven (7) criteria items.

On page 102, Line 358, strike the word "may" and change it to "will," and strike "yearly" to "case by case." The new sentence will read, *"This will be done on a case by case basis for specific pest treatments."* This same language will be applicable to line 373 on page 103, striking "may" and adding "will" and replacing "yearly" with "case by case." The sentence will now read: *This will be done on a case by case basis."*

On page 105, line 455, strike "with" and add "after considering." The new sentence will read: *"Any modification to this Plan may be granted only by the Board of Directors after considering the recommendations of the General Manager."*

GM Orsini then made his recommendation and asked that Board review the information, air questions and take public comment after they prioritized the seven above mentioned criteria.

Director Mayo requested clarification on the "level" of importance for the list and the General Manager explained that the most critical and important would be number one and least important would be number seven, relative to the Board's policy in order to capture the Boards intent on how we move forward.

This was followed by a lengthy discussion of the items listed in section C, Treatment Selection Criteria, the order they should be listed in and if some of the criteria were redundant or needed to be removed. It was decided that each of the Directors present would number the criteria in order of importance and that the IPM committee would work on putting them in order and reducing the numbers to be presented to the Board at the February meeting.

President Wheeler had additional suggestions regarding language and the IPM Coordinator. He was asking that the word "encourage" on line 200 be changed to "require" so that the contractors be held to the same standards as the District staff. There was back and forth discussion about requiring contractors to follow our policies when we could simply not accept bids that were not consistent with the policy. President Wheeler also indicated that the IPM Coordinator should have a state license and he was advised that Operations Director Henry already had his license and there was intent for the IPM coordinator to have state certification.

The following members of the public commented:

Meighan O'Brien asked for clarification on if there were any designated no pesticide zones laid out specifically in the plan.

Ken Miller had a question about contractors being used and when they would be called in to assist. It was clarified that contractors here was referring to general contractors, not pesticide contractors, however clarifying language would probably be important so that there is no further confusion.

This item will be returned to the February agenda for further review of the changes and recommendations made during tonight's meeting and there was no action taken.

**E.3 Consider Approval of the Strategic Plan 2016-2020:** The agenda item was reviewed by the Board Secretary, Becky Schuette. President Wheeler had a question about having heard that the HSU students may be able to do the public survey mentioned at the RAC and in the Strategic Plan. Recreation Director Frisbee advised that she had already reached out to HSU but the students and faculty are on break, therefore she had not heard anything yet. If this idea is not a possibility, then she will be looking into alternatives. Director Corbett had a question about infrastructure and also believes that the State Water Resources Control Board should be added to the list of agencies under section 5.2 of the Plan.

There were no public comments.

**MOTION: It was moved to approve the Strategic Plan 2016-20 with the noted modifications.**

Motion: David Couch; Second: Dennis Mayo

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

**MOTION SUMMARY:** Motion Passed

**E.4 Discuss and Consider Committee Assignments and Appointment of Committee Chairs by the Board President for the 2016 Calendar Year:** President Wheeler advised that the topic had been discussed at the December meeting and that everyone had reported being happy with their current committee assignments. On his authority as President, the current 2015 list of assignments will remain in effect for the 2016 calendar year.

**E.6 Presentation and Recommendation of Potential Teen Center Names:** Recreation Supervisor Frisbee reviewed the item and provided the suggestions from the Naming Committee to the Board. There were a few brief comments from the Board and no public comment. The item was information only and will return to the February meeting agenda for a vote by the Board.

**E.8 Consider authorization for Director Mayo to Attend ACWA 2016 DC Conference in Washington D.C. February 23-25, 2016:** Board Secretary Becky Schuette reviewed the item and Director Mayo advised that he had only missed one DC Conference since he had been in ACWA. He indicated that he pays for his own flight and room and asks that the District pay for his conference registration and per diem. As a Board member for ACWA, he will receive a 20% discount on his conference registration, thereby reducing the costs. General Manager reminded everyone that aside from conferences or special events, the travel expenses related to his seat on ACWA are already approved.



**MOTION: It was moved to pay the conference registration fees.**

Motion: David Couch; Second: Dennis Mayo

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

**MOTION SUMMARY:** Motion Passed

## **AGENDA ITEM F REPORTS:**

### **F1. Active Committee Reports**

- a. **Recreation Advisory Committee (Wheeler/Couch (alternate)):** Did not meet.
- b. **Area Fund (John Kulstad/Edwards):** No report.
- c. **Redwood Region Economic Development Commission (Mayo/Edwards (alternate)):** Did not meet.
- d. **McKinleyville Senior Center Advisory Committee (Edwards):** Did not meet, however, there is a meeting scheduled for January 14, 2016.
- e. **Audit (Corbett/Edwards):** Meeting scheduled for January 21, 2016.
- f. **Employee Negotiations (Couch/Edwards):** Met and had discussed the health care item that was on the agenda earlier.
- g. **Water Task Force (Wheeler/Corbett (alternate)):** Did not meet.
- h. **AdHoc No Drugs & Toxics Down the Drain (Wheeler/Couch (alternate)):** Did not meet.
- i. **McKinleyville Municipal Advisory Committee (Edwards/Corbett (alternate)):** General Manager Orsini reported that they had received a presentation on and discussed the new marijuana ordinance for Humboldt County. He advised that the MMAC had sent a letter of support, but recommended a cap for the number of permits that can be issued in Humboldt County, as well as some sort of fee system or tax be put in place to support the enforcement. There was also a recommendation to the Board of Supervisors regarding allowing the MCSD General Manager be allowed to become a voting member of the MMAC. This topic will be going back to the Board of Supervisors for a decision and a change to the by-laws
- j. **Cornerstone Committee (Couch):** Did not meet.
- k. **Groundwater Sustainability Committee (Edwards/Corbett, Mayo):** Did not meet.

### **F.2 Staff Reports:**

- a. **Support Services Department:** Finance Director Colleen Trask reported on the reserves account and that we are expected to be able to remove the surcharge by the end of December 2017. Budget scheduling can begin now that we have an approved Strategic Plan. The next regularly scheduled adjustments to the water rates began January 1, 2016, as well as an adjustment of an additional \$20 to the required security deposits. Regular publication of unclaimed checks has begun and if they are not claimed after publication, they can be voided and removed from the books.

- b. Operations Department:** Operations Director James Henry reported that Azalea Hall and the Activity Center had been closed, as they are each year, for repairs and cleaning.
- c. Parks and Recreation Department:** Recreation Director Lesley Frisbee had nothing further to add.
- d. General Manager:** General Manager Orsini reviewed the inclement weather portion of his report. Director Mayo added that he had heard GM Orsini on Talk Shop with Karen Diemer, that he had done a great job and thanked him.

**F.3 President's Report:** President Wheeler commented that he had read that PG & E continues to raise power rates and asked where the District was with the solar power situation. General Manager Orsini advised that we are simply in a holding pattern at this time.

**F.4 Board comments, announcements, reports and agenda item requests:** The other Directors present had nothing further to add.

**AGENDA ITEM G ADJOURNMENT:**

Director Corbett moved to adjourn the meeting and the motion was seconded by Director Couch.

President Wheeler adjourned the meeting at 9:46 pm



Becky Schuette, Board Secretary