

**AGENDA
REDWAY COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS**

REGULAR BUSINESS MEETING

Location: RCSD Business Office; 1150 Evergreen Rd. #2

Date: May 15, 2019

Time: 6:30 P.M.

Posted: May 10, 2019

I. CALL TO ORDER:

II. ROLL CALL:

____ Arthur McClure, Chm.

____ Dian Griffith, Vice-Chm.

____ Michael McKaskle, Director

____ Scott Kender, Director

____ Linda Sutton, Director

III. APPROVAL OF THE AGENDA:

IV. PUBLIC COMMENT:

An opportunity for any member of the public to address the Board of Directors on any matter not on the Agenda but which is within the jurisdiction of the Board. The Board may limit time allowed for each speaker. An item may be discussed by the Board but no action will take place during this portion of the agenda as this would constitute an illegal act of the Board.

V. PREVIOUS MINUTES:

1. Review and Action on the April 17, 2019 Regular Business Meeting Minutes.

VI. CONSENT CALENDAR:

All matters listed under the Consent Calendar are to be considered routine and without opposition. The Consent Calendar will be enacted by one motion.

1. Financial Report: Review of the April 2019 Financial Reports.
- 2a. General Manager's Report: Review April 2019 General Manager's Report.
- 2b. Office Manager's Report: Review of the April 2019 Office Manager's Report.
- 2c. Operation Manager's Report: Review of the April 2019 Operation Manager's Report.
3. Production Report: Review of the April 2019 Production Report.
4. Safety Report: Review of the April 2019 Safety Report.

VII. REPORT FROM CHAIRMAN OF THE BOARD:

VIII. ACTION / DISCUSSION ITEMS; CONTINUED AND NEW ITEM:

1. Updating Wastewater Ordinance.
ACTION REQUIRED: Discussion / Report / Action

2. District Policies.
ACTION REQUIRED: Discussion / Report / Action
3. New Connections.
ACTION REQUIRED: Discussion / Report / Action
4. Amnesty Letter to Current Customers.
ACTION REQUIRED: Discussion / Report / Action
5. Late Fee Policy.
ACTION REQUIRED: Discussion / Report / Action
6. Solar Project.
ACTION REQUIRED: Discussion / Report / Action
7. Infrastructure Ad Hoc Committee Report:
 - a. Strategic Planning
 - b. New Connections
 - c. Infrastructure Developments
 ACTION REQUIRED: Discussion / Report / Action
8. Continued Review of 2019 / 2020 Budget.
ACTION REQUIRED: Discussion / Report / Action
9. Southern Humboldt Community Park's Request for Potable Water from GSD
ACTION REQUIRED: Discussion / Report / Action.

IX. OPEN SESSION DISCLOSURE OF CLOSED SESSION

X. CLOSED SESSION:

1. Confidential Discussion Regarding Pending Litigation Negotiations

XI. RETURN TO OPEN SESSION; DISCLOSURE OF CLOSED SESSION:

XII. CORRESPONDENCE:

XIII. BOARD MEMBER / STAFF / COMMITTEE REPORTS:

1. DIRECTORS' REPORT
 1. RREDC
2. AD-HOC COMMITTEE REPORT
 1. FINANCIAL

XIV. MEDIA COMMUNICATION:

XV. ADVANCED AGENDA:

Further items may be placed by the Board Members for the June 2019 Regular Business Meeting of the Board of Directors under this item of business. No Action

XVI. ADJOURNMENT

Location of related writings is available for public review: Redway CSD Office, 1150 Evergreen Road #2 Redway, Ca.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the RCSD at [\(707\)923-3101](tel:7079233101). Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102-35.104 ADA Title II).

REDWAY COMMUNITY SERVICES DISTRICT
MINUTES OF THE REGULAR BUSINESS MEETING

April 17, 2019

CALL TO ORDER:

Chairman M^cClure called the April 17, 2019 Regular Business Meeting of the Redway Community Services District Board of Directors, to order at 6:30 P.M. in the Redway Community Services District Business Office.

ROLL CALL:

Directors Present: Arthur M^cClure, Chm, Michael McKaskle, Linda Sutton, Dian Griffith, Scott Kender.

Staff Present:

Terrence Williams, General Manager / Operation's Manager
Glen Gradin, Office Manager

APPROVAL OF AGENDA:

Following review of the April 17, 2019 Agenda, Dian Griffith motioned to approve the April 17, 2019 Agenda as presented. Linda Sutton seconded the motion. The motion was carried by voice vote of four Yeas and zero Nays.

PUBLIC COMMENT:

1. Tanya Horlick, reporter from KMUD, introduced herself and expressed her gratitude to the Board for the services that they provide.
2. Scott Kender informed the Board that an ad hoc committee of concerned citizens met at the Mateel Community Center and discussed issues such as increased water storage and road maintenance.

PREVIOUS MINUTES:

Review and Action on the March 20, 2019 Regular Business Meeting Minutes: Following review of the March 20, 2019 Regular Business Meeting minutes, the following correction was made. Under Public Comment, number 3. The minutes read: Chairman M^cClure informed the Board that Cody Cox, the District's former Operation's Manager, told him that the dumping fee from the North Coast Water Quality Control Board has been forgiven. The minutes should have read: Chairman M^cClure informed the Board that Cody Cox, the District's former Operation's Manager, told him that the fee for release from the North Coast Water Quality Control Board has been forgiven. Michael McKaskle moved to approve the Previous Minutes as amended. Dian Griffith seconded the motion. The motion was carried by a voice vote of four Yeas and zero Nays.

CONSENT CALENDAR:

1. Financial Report: The Board reviewed the February 2019 Financial Reports.
- 2a. General Manager's Report: The Board reviewed the February 2019 General Manager's Report.
- 2b. Office Manager's Report: The Board reviewed the February 2019 Office Manager's Report.
- 2c. Operation Manager's Report: The Board reviewed the February 2019 Operation Manager's Report.
3. Production Report: The Board reviewed the February 2019 Production Reports.
4. Safety Report: The Board reviewed the February 2019 Safety Report.

Dian Griffith moved to accept the Consent Calendar as presented. Linda Sutton seconded the motion. The motion was carried by a voice vote of four Yeas and zero Nays.

REPORT FROM CHAIRMAN OF THE BOARD:

Chairman McClure expressed his appreciation to the District's staff for the extra time they have spent keeping the District functioning.

ACTION / DISCUSSION ITEMS:

Terrence Williams submitted Action / Discussion Items Staff Report and Recommendations in the Board Packet for review by the Board before the April 2019 Regular Business Meeting.

1. Local Hazard Mitigation Planning: Following review and editing of the draft Local Hazard Mitigation Plan, Linda Sutton moved to approve the Local Hazard Mitigation Plan as amended. Michael McKaskle seconded the motion. The motion was carried by a voice vote of five Yeas and zero Nays.
2. Updating Wastewater Ordinances: Terrence Williams reported that there is no new information on Updating the Wastewater Ordinances.
3. District Policies: The Board discussed retention requirements for the Districts' documents and the time frame required for the retention.
4. New Connections: Terrence Williams informed the Board that the Redwoods Rural Health Center will not be executing the expansion project, therefore will not be pursuing the single family residential equivalence.. The District will contact the next applicant requesting water and sewer services.
5. Amnesty Letter to Current Customers: Terrence Williams reported that there is no new information on the Amnesty Letter to Current Customers.
6. Late Fee Policy: Terrence Williams reported that there is no new information regarding the Late Fee Policy.
7. Solar Project: Terrence Williams reported that the District has received the Rule-21 Pre-Application Report for Generator Interconnection. A copy of the report has been sent to Michael Avcollie from the Redwood Coast Energy Authority. Michael Avcollie will submit the revised feasibility study to the District by the May 2019 Regular Business Meeting.
8. Infrastructure Ad Hoc Committee Report:
 - a. Strategic Planning: No discussion or action was taken.
 - b. New Connections: No discussion or action was taken
 - c. Infrastructure Development: Terrence Williams requested the Board give Calvin Chaille and Doug Esget a \$100.00 bonus for their tireless work during the storms. Michael McKaskle stated that it is illegal for the District to give a bonus to its employees. Following discussion, Linda Sutton moved that the Board accepts the idea behind having a bonus for Calvin Chaille and Doug Esget. Terrence Williams will check with legal counsel and legally look for a way to find some kind of wording to permit it. Dian Griffith seconded the motion. The motion was carried by a voice vote of four Yeas, zero Nays and one abstention from Michael McKaskle.

The Board discussed implementation measures in the housing element of the General Plan. Following discussion, Michael McKaskle moved to direct staff to ask the county to include more storage, repairing I&I and developing a community well in the housing element appendix. Dian Griffith seconded the motion. Following further discussion, Michael McKaskle withdrew and restated his motion to direct staff to ask the county to include implementation measures for Redway in the housing element of the Humboldt County General Plan. Dian Griffith seconded the motion. The motion was carried by a voice vote of five Yeas and zero Nays. The Southern Humboldt community workshop which will continue discussion on the Humboldt County General Plan Housing Element will be held in Redway Elementary School on April 25, 2019 from 6:00 P.M. to 7:30 P.M.

9. Review of the 2019 / 2020 Budget: The Board reviewed the draft 2019 / 2020 Budget. The 2019 / 2020 Budget will continue to be reviewed at the May 15, 2019 Regular Business Meeting.

OPEN SESSION DISCLOSURE OF CLOSED SESSION:

Chairman M^cClure recessed the Open Session to Closed Session at 8:07 P.M. for the purpose of Confidential Discussion Regarding Pending Litigation Negotiations.

CLOSED SESSION:

1. Confidential Discussion Regarding Pending Litigation Negotiations: The Board discussed pending litigation negotiations.

RETURN TO OPEN SESSION; DISCLOSURE OF CLOSED SESSION:

Chairman M^cClure adjourned the Closed Session at 8:34 P.M. and returned to Open Session. Chairman M^cClure announced that Closed Session was informational only and that no action was taken.

BOARD MEMBER / STAFF REPORTS:

1. Director's Report:
 - A. Michael McKaskle.
 1. RREDC: A written RREDC Report was submitted by Michael McKaskle.
 - B. Financial Ad-Hoc Committee Meeting: The Financial Ad-Hoc Committee reported that it examined the 2019/2020 budget.

CORRESPONDENCE:

1. United States Department of Agriculture, Quinn Donovan, March 22, 2019 Re, USDA Funding Now Available- Drinking Water Wastewater and Storm Water Projects.
2. California Public Employees' Retirement System, Michele Nix, March 25, 2019 Re, EFT Mandate for Pers Retirement or Health Contributions.
3. Department of Resources Recycling and Recovery, Re, Complying with Recently Enacted Regulations.
4. County of Humboldt County Planning and Building Department, Re Community Workshops, Housing Element Update.
5. County of Humboldt Planning and Building Department, Press Release Re, Revised Dates for the Humboldt County Planning Commission Housing Element Workshop and Public Hearing.
6. Emails between Terrence Williams and Michelle Nielsen, Humboldt County Planning and Building Department, March 13, 2019 to April 11, 2019, Re. Housing Element in the Humboldt County General Plan.

MEDIA COMMUNICATIONS:

No media communication will be addressed to the local media.

ADVANCED AGENDA:

No new items were placed on the Advanced Agenda.

ADJOURNMENT:

Michael McKaskle moved to adjourn the April 17, 2019 Regular Business Meeting of the Redway Community Services District Board of Directors at 8:40 P.M. Dian Griffith seconded the motion. The motion was carried by a voice vote of four Yeas and zero Nays.

Respectfully Submitted,

Nancy Jurrens,
Secretary to the Board