



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

Regular Meeting
 Wednesday, February 20, 2019
 Closed Session: 11:00 a.m. / Open Session: 1:00 p.m.
 Administration Building
 16320 Everhart Drive ▪ Weed, California 96094 ▪ (530) 938-3281

MINUTES

CALL TO ORDER AND ROLL CALL: 11:02 a.m.

LSCSD Board Roll Call: Beck ✓ Cupp ✓ MacIntosh ✓ Mitchell ✓ Thompson ✓

Also present: GM/PC Wilson, PWS Moser, SAC Nelle, AA Charvez and District Counsel Amanda Uhrhammer.

There were no people in the audience.

PUBLIC COMMENTS ON CLOSED SESSION: None

ADJOURN TO CLOSED SESSION: With no objections by the Board, Pres Thompson adjourned to Closed Session at 11:03 a.m.

CLOSED SESSION: 11:04 a.m.

Also present: GM Wilson and District Counsel Uhrhammer, and PWS Moser for a portion of Closed Session.

- A. Conference with Labor Negotiator - Pursuant to Government Code Section 54957.6 District Negotiator: Mike Wilson, General Manager, Employee Organization: Teamsters Local 137
- B. Personnel (Gov. Code Section 54957): Public Employment Appointment - General Manager/Police Chief

With no objections by the Board, Pres. Thompson adjourned Closed Session at 12:53 p.m.

RETURN TO OPEN SESSION: 1:01 p.m.

Also present: GM/PC Wilson, PWS Moser, SAC Nelle, FC Pappas, AA Charvez and District Counsel Uhrhammer.

There were approximately 24 people in the audience.

PLEDGE OF ALLEGIANCE: Carried out.

REPORT ON CLOSED SESSION: Pres. Thompson reported that there was no action taken.

PUBLIC COMMENTS: Comments received.

CONSENT CALENDAR: (All items accepted/approved by the Board unless otherwise noted.)

1. A. Approval of Minutes: Regular Meeting January 16, 2019, Special Meeting January 25, 2019, Special Meeting January 30, 2019 and Special Meeting February 7, 2019: Removed from Consent.
- B. Ratification of Disbursements: January 1 through January 31, 2019
- C. Budget Comparison: FY 2018/19 YTD
- D. LAIF Quarterly Report
- E. Approval of transfer of CSD Operating funds to LAIF Savings

Motion by Dir. MacIntosh second Dir. Beck to approve Consent Calendar (except for Item 1A).

Ayes: Directors Beck, Cupp, MacIntosh, Mitchell and Thompson

Noes: None

Absent: None

Motion by Dir. Beck second Dir. Mitchell to approve Item 1A - Approval of Minutes: Regular Meeting January 16, 2019, Special Meeting January 25, 2019, Special Meeting January 30, 2019 and Special Meeting February 7, 2019.

Ayes: Directors Beck, MacIntosh, Mitchell and Thompson

Noes: None

Absent: None

Abstain: Director Cupp

MONTHLY REPORTS: NO ACTION ITEMS:

2. Department Written Reports

- A. Fire Department: FC Pappas reported.
- B. Police Department: GM/PC Wilson reported.
- C. Sewer Department: PWS Moser reported.
- D. Water Department: PWS Moser reported.

3. Committee Written Reports / Approved Minutes

(Pres. Thompson may make committee appointments/changes as necessary.)

- A. Budget / Finance Committee: Nothing to report.
- B. Fire Department Advisory Committee: Nothing to report.

- C. General Manager Search/Recruitment Committee: Committee has met; refer to Item 10.
- D. Police Department Advisory Committee: Nothing to report.
- E. Policy Committee: Committee has met; refer to Item 7.
- F. Safety Committee: Nothing to report.
- G. Sewer and Water Systems Oversight Committee: Committee has met.
 - a. Wastewater Rate Study 2019: SHN representative, Anders Rasmussen, gave an overview of the draft study.

DISCUSSION / REPORTS: ACTION ITEMS:

- 4. Authorize Board Member(s) to attend CSDA 2019 Special District Leadership Academy Conference: The Board discussed.

Motion by Dir. Mitchell second Dir. Beck to authorize up to three (3) Board Members to attend CSDA 2019 Special District Leadership Academy Conference.

Ayes: Directors Beck, Cupp, MacIntosh, Mitchell and Thompson
Noes: None
Absent: None

- 5. Consideration of proposal(s) received from the Request for Proposals (RFP) for engineering services to design the final development of Well 10: GM Wilson reported. The Board discussed. SHN representative, Anders Rasmussen, was present for discussion.

Motion by Dir. Cupp second Dir. MacIntosh to authorize the GM to enter into an agreement with SHN Engineers and Geologists for Well Development including Engineering Consulting Services for Final Well Development of Well 10, NTE 106,801.00.

Ayes: Directors Beck, Cupp, MacIntosh, Mitchell and Thompson
Noes: None
Absent: None

- 6. Consideration of request to waive past charges - Tennis Village: GM Wilson reported. The Board discussed.

Motion by Dir. Beck second Dir. Cupp to table item to the March Regular meeting and direct staff to provide agreements and detailed documentation of the account history; legal counsel to review.

Ayes: Directors Beck, Cupp, MacIntosh, Mitchell and Thompson
Noes: None
Absent: None

- 7. Consideration of amendments to Personnel Policies: GM Wilson reported. The Board discussed.

- a. Policy Number 1002, Benefit Plan Professional Services
- b. Policy Number 1005, Employee Status
- c. Policy Number 1150, Compensation

Motion by Dir. Cupp second Dir. Mitchell to approve amendments to Personnel Policy # 1002 as presented.

Ayes: Directors Beck, Cupp, MacIntosh, Mitchell and Thompson
Noes: None
Absent: None

Motion by Dir. Beck second Dir. Cupp to approve amendments to Personnel Policy # 1005 as presented except for adding the word "Board" in front of "approved" in two paragraphs.

Ayes: Directors Beck, Cupp, MacIntosh, Mitchell and Thompson
Noes: None
Absent: None

Motion by Dir. Mitchell second Dir. MacIntosh to approve amendments to Personnel Policy # 1050 as presented.

Ayes: Directors Beck, Cupp, MacIntosh, Mitchell and Thompson
Noes: None
Absent: None

- 8. Consideration of acceptance of Salary Survey by the LSCSD Board of Directors: GM Wilson reported. The Board discussed.

Motion by Dir. Mitchell second Dir. Beck to accept the January 2019 Salary Survey Data.

Ayes: Directors Beck, Cupp, MacIntosh, Mitchell and Thompson
Noes: None
Absent: None

- 9. Consideration of approval of adjustment to Salary Schedule: GM Wilson reported. The Board discussed.

- a. Accounts Receivable Clerk Position
- b. Accounts Payable/Payroll Clerk Position

Motion by Dir. Mitchell second Dir. Cupp to adjust the Accounts Receivable Clerk position salary with \$21.17 at Step 5 and the Accounts Payable/Payroll Clerk position salary with \$20.48 at Step 5, effective February 25, 2019.

Ayes: Directors Beck, Cupp, MacIntosh, Mitchell and Thompson
Noes: None
Absent: None

10. General Manager Search/Recruitment Committee report and recommended Board action item(s): Dir. Mitchell and Dir. Cupp reported. The Board discussed job announcement.
11. Consideration of appointment of Interim General Manager and approval of interim compensation: The Board discussed.

Motion by Dir. Beck second Dir. MacIntosh to appoint Robert Moser as Interim General Manager during hiring process of General Manager as salary exempt for \$46.00 per hour; he will continue as Public Works Supervisor during this process.

Ayes: Directors Beck, Cupp, MacIntosh, Mitchell and Thompson
Noes: None
Absent: None

STAFF COMMENTS: Comments received.

BOARD MEMBER COMMENTS: Comments received.

ADJOURNMENT: With no objections by the Board, Pres. Thompson adjourned the meeting at 4:15 p.m.

The next LSCSD Regular Board Meeting is on Wednesday, March 20, 2019, 1:00 p.m. at the Administration Building.

Approval Date: _____

Rick Thompson, President

ATTEST:

Robert Moser, Interim General Manager/Secretary