

# MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS December 14, 2020

A regular meeting of the Board of Directors of the McCloud Community Services District was called to order at 6:00 p.m. at Scout Hall. Four Directors (Hanson, Richey, Young, Zanni) were present, M. Rorke was absent. Also present were General Manager Amos McAbier, Finance Officer Michael Quinn, Public Works Superintendent Richie Fesler, Fire Chief Charlie Miller, and Board Secretary Andrea Mills.

**1. Pledge of Allegiance.**

**2. Approval of Minutes:**

**A. Discussion/action** regarding approval of the minutes of the Regular Meeting of November 23, 2020. C. Richey made a motion to approve the minutes of the Regular Meeting of November 23, 2020, motion seconded by R. Zanni. Motion passed with 4 Ayes (Hanson, Richey, Young, Zanni). One absent, Rorke.

**B. Discussion/action** regarding the approval of minutes of the Special Meeting of November 12, 2020. R. Zanni made a motion to approve the minutes of the Regular Meeting of November 12, 2020, motion seconded by C. Young. Motion passed with 4 Ayes (Hanson, Richey, Young, Zanni). One absent, Rorke.

**3. Announcement of Events:** Holiday light judging will take place on the 18th of December.

**4. Communications:**

**5. Reports:**

**A. General Manager's report** discussed the preliminary approval of the Lower Elks Springhouse Grant. Grant has been approved for \$509,950.00. MCSD will request 50% funding before work begins. There was discussion of possibly getting a low interest, short term loan or borrowing from various reserves to cover the remaining \$254,975.00 until the final payment is received after the project has been completed. MCSD will learn final numbers and the Board will determine where up-front funds will come from once we receive the final Grant funding paperwork.

**B. Finance Officer reported** that the audit is complete. We are now formatting all financial reports so that future audits can be completed more effectively. MCSD has had multiple offers of low interest loans (low 2%) to replace our current higher interest loans. Re-financing our current loans would allow MCSD to repay loans quickly and free up funds for future needs or projects.

**C. Fire Chiefs reported** that ALS (Advanced Life Support) is up and running. Chief Miller presented a monthly breakdown of the volunteers working in the department as well as what types of call and trainings were done in the month of November. (Please see supporting documents from December 14 meeting) Chief Miller also reported that they are working on learning the history of the MCFD and improving the kitchen and lower area of the Firehouse. Possibly adding a bathroom with shower for the employees to use after returning from calls. Chief Miller may be able to get FEMA grants to cover improvement costs. He is also working on forming a committee of local volunteers to help improve the MCFD.

A member of the public commended Fire Chief Miller for his hard work on his very thorough reports this month. They also expressed concern with MCFD enforcing Ordinance No. 28, Regulating Hazardous Vegetation.

Another member of the public commented on the relationships between the Board and Staff.

**D.** Public Works Superintendent reported that the new dump/plow truck is in service, a new heater has been installed in the Scout Hall and its roof's nails have been replaced with screws. Three aging and unsafe light poles have been removed from Hoo Park with two more needed to be taken down. A damaged sewer main and water main were both repaired this month. R. Fesler suggested having spare tires for our essential equipment as we had to purchase two tires in the last month which delayed services to the community.

**E.** Directors report- None

**F. Committees report-** R. Zanni reported that the Old Courthouse siding and windows are in and a French drain will be installed on the north side of the Courthouse to improve drainage.

**G.** Assignment of Committee Members

1. Public Works Committee- Michael Rorke and Christine Richey
2. Finance and Audit Committee- Mick Hanson and Cathy Young
3. Safety Committee- Mick Hanson and Raymond Zanni
4. Policy Review Committee- Michael Rorke and Christine Richey
5. Fire and Ambulance Committee-Christine Richey and Michael Rorke
5. Old McCloud Courthouse Project- Raymond Zanni and Cathy Young
6. Water bottling ad hoc- Raymond Zanni and Mick Hanson

Designation of Michael Quinn as LOLA representative

**6. Consent Agenda:**

**A.** Approval of expenses in the amount of \$26,774.35. C. Richey made a motion to approve the expenses in the amount of \$26,774.35; motion seconded by M. Hanson. Motion passed with 4 Ayes (Hanson, Richey, Young, Zanni). One absent, Rorke

**7. Old Business:**

**A. Discussion/possible action** regarding approval of second and final reading of proposed changes to Policy 2255-Providing Employment Reference Information C. Richey made a motion to approve the second and final reading of Policy 2255-Providing Employment Reference Information seconded by M. Hanson. Motion passed with 4 ayes (Hanson, Richey, Young, Zanni). One absent, Rorke.

**B. Discussion/possible action** regarding approval of second and final reading of proposed changes to Policy 2260-Personnel Action. C. Richey made a motion to approve the second and final reading of proposed changes to Policy 2260-Personnel Action. Seconded by C. Young. Motion passed with 4 ayes (Hanson, Richey, Young, Zanni). One absent, Rorke.

**C. Discussion/possible action** regarding approval of second and final reading of proposed changes to Policy 2280-Employment Entrance Program. M. Hanson made a motion to approve the second and final reading of proposed changes to Policy 2280-Employment Entrance Program. Seconded by C. Young. Motion passed with 4 ayes (Hanson, Richey, Young, Zanni). One absent, Rorke.

**D. Discussion/possible action** regarding approval of second and final reading of proposed changes to Policy 2335-Interim Utility Worker- Job Description. C. Young made a motion to approve the second and final reading of proposed changes to Policy 2335-Interim Utility Worker- Job Description. Seconded by M. Hanson. Motion passed with 4 ayes (Hanson, Richey, Young, Zanni). One absent, Rorke.

**E. Discussion/possible action** regarding approval of second and final reading of proposed changes to Policy 2340- Utility Worker I- Job Description. C. Richey mad a motion to approve the second and final reading of proposed changes to Policy 2340- Utility Worker I- Job Description. Seconded by C. Young. Motion passed with 4 ayes (Hanson, Richey, Young, Zanni). One absent, Rorke.

**F. Discussion/possible action** regarding approval of second and final reading of proposed changes to Policy 2350-Refuse Equipment Operator- Job Description. R. Zanni made a motion to approve the second and final reading of proposed changes to Policy 2350-Refuse Equipment Operator- Job Description. Seconded by M. Hanson. Motion passed with 4 ayes (Hanson, Richey, Young, Zanni). One absent, Rorke.

**G. Discussion/possible action** regarding approval of second and final reading of proposed changes to Policy 2320-Utility Worker II- Job Description. C. Richey made a motion to approve the second and final reading of proposed changes to Policy 2320-Utility Worker II- Job Description. Seconded by C. Young. Motion passed with 4 ayes (Hanson, Richey, Young, Zanni). One absent, Rorke.

**8. New Business:**

**A. Discussion/possible action** regarding the employee salary schedule for 2021. C. Richey made a motion to approve the employee salary schedule for 2021. Seconded by C. Young. Motion passed with 4 ayes (Hanson, Richey, Young, Zanni). One absent, Rorke.

**B. Discussion/possible action** regarding the approval of Resolution No. 11,2020 of the Board of Directors of the McCloud Community Services District in Appreciation of Teryl Smith. R. Zanni made a motion to approve Resolution No. 11,2020 of the Board of Directors of the McCloud Community Services District in Appreciation of Teryl Smith. Seconded by C. Young. Motion passed with 4 ayes (Hanson, Richey, Young, Zanni). One absent, Rorke.

**C. Discussion/possible action** regarding resending Resolution No. 4, 2008. Resending a Resolution of the Board of Directors of the McCloud Community Services District designating District Negotiators and Establishing the Authority of said District Negotiators in Negotiations with Operating Engineers Local Union No. 3. R. Zanni made a motion to approve resending Resolution No. 4, 2008. Resending a Resolution of the Board of Directors of the McCloud Community Services District designating District Negotiators and Establishing the Authority of said District Negotiators in Negotiations with Operating Engineers Local Union No. 3. Seconded by C. Young. Motion passed with 4 ayes (Hanson, Richey, Young, Zanni). One absent, Rorke.

**D. Discussion/ possible action** regarding approval of Resolution No. 12, 2020. A Resolution of the Board of Directors of the McCloud Community Services District designating District Negotiators and Establishing the Authority of said District Negotiators in Negotiations with Operating Engineers Local Union No. 3. Motion to approve was made by C. Young. Seconded by C. Richey. Motion passed with 4 ayes (Hanson, Richey, Young, Zanni). One absent, Rorke

9. **Public Comment:** None, all comments were made after Fire Chiefs report.
10. **Adjourn:** at 7:10 PM
11. **Convene a Closed Session:**
  - A. **Pursuant to California Government Code §54957(b):** General Manager - To consider the appointment, employment, evaluation of performance, discipline, or dismissal of a public employee.
12. **Adjourn closed session:** 8:13 PM

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Catherine Young/President of the Board

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Andrea Mills/Secretary of the Board