

MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT HELD ON WEDNESDAY, DECEMBER 4, 2024 at 6:00 P.M. IN PERSON AT AZALEA HALL – 1620 PICKETT ROAD, MCKINLEYVILLE, CALIFORNIA and TELECONFERENCE Via ZOOM & TELEPHONE: ZOOM MEETING ID: 859 4543 6653 (<https://us02web.zoom.us/j/85945436653>) and TOLL FREE: 1-888-788-0099

NOTE: Items are listed in the order in which they were considered.

AGENDA ITEM A. CALL TO ORDER:

A.1 Roll Call: The meeting was called to order at 6:00 p.m. with following Directors and Staff in attendance in person at Azalea Hall:

James Biteman, Vice President
David Couch, Director
Greg Orsini, Director

Pat Kaspari, General Manager
Joey Blaine, Board Secretary
James Henry, Operations Director
Samantha Howard, Finance Director

The following Directors and Staff attended remotely via Zoom:

Scott Binder, President

Kirsten Messmer, Parks and Recreation Director

Director Binder was attending remotely from the ACWA Fall Conference in Palm Desert, CA. Per the rules of AB 2449, he was attending with just cause and confirmed that no additional individuals over the age of 18 were present with him in the room.

Director Dennis Mayo attended the ACWA Fall Conference remotely. Although he could listen in, technical issues prevented his video from functioning. This non-compliance with AB 2449 rules meant he could not vote and was recorded as absent.

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

A.3 Additions to the Agenda

General Manager Kaspari confirmed there were no additions to the agenda but suggested moving item A.5 Closed Session Discussion to the end of the agenda for logistical purposes.

Motion: It was moved to place item A.5 at the end of the agenda.

Motion by: Director Orsini **Second:** Director Couch

There were no comments from the Board or public.

Roll Call: Ayes: Binder, Biteman, Couch, and Orsini Nays: None Absent: Mayo

Motion Summary: Motion passed.

A.4 Approval of the Agenda:

Motion: It was moved to approve the agenda.

Motion by: Director Orsini **Second:** Director Couch

There were no comments from the Board or public.

Roll Call: Ayes: Binder, Biteman, Couch, and Orsini Nays: None Absent: Mayo

Motion Summary: Motion passed.

AGENDA ITEM B. PUBLIC HEARINGS:

There was no public hearing scheduled.

AGENDA ITEM C. PUBLIC COMMENT AND WRITTEN COMMUNICATIONS:

There was no public comment or written communications.

AGENDA ITEM D. CONSENT CALENDAR:

- D.1 Consider Approval of the Minutes of the Board of Directors Regular Meeting on November 6, 2024**
- D.2 Consider Approval of October Draft Treasurer's Report**
- D.3 Compliance with State Double Check Valve (DCV) Law**
- D.4 Consider Appointment of Nancy Morelli as Alternate Public Member Of the Trails, Infrastructure, Clean-Ups, and Security Subcommittee**
- D.5 Consider Approval of Public Member Applicants to the Trails, Infrastructure, Clean Up and Security Subcommittee**
- D.6 Consider Adoption of Resolution 2024-21 Affirming Board Support of the Existing Memorandums of Understanding with the Redwood Coast Mountain Bike Association (RCMBA) and the Mountain Bike Tribal Trail Alliance (MBTTA)**
- D.7 Consider Appointment of Evan Schwartz as Alternate Public Member of the PARC Committee**

Motion: It was moved to approve the Consent Calendar.

Motion by: Director Orsini **Second:** Director Binder

There were no comments from the Board or public.

Roll Call: Ayes: Binder, Biteman, Couch, and Orsini Nays: None Absent: Mayo

Motion Summary: Motion passed

AGENDA ITEM E. CONTINUED AND NEW BUSINESS:

E.1 Introduction of New District Staff Members (Informational)

Parks and Recreation Director Messmer presented the item.

Directors congratulated Mason Hooven, Brandon Johnson, and Owen Shumpert-Quinlan on their new acquisition of employment at the District.

Brandon Johnson gave comment thanking the District for the employment opportunity.

This was an informational item. No action was taken.

E.2 Consider Approval of Filing a Notice of Exemption for Construction of Fischer Lift Station Seismic Rehabilitation Project (Action)

General Manager Kaspari overviewed the item.

Directors asked clarifying questions.

Motion: It was moved to approve the filing of a Notice of Exemption.

Motion by: Director Orsini **Second:** Director Couch

There were no comments from the Board or public.

Roll Call: Ayes: Binder, Biteman, Couch, and Orsini Nays: None Absent: Mayo

Motion Summary: Motion passed.

E.3 Adopt Resolution 2024-26 Accepting the Appointments of Directors Binder and Orsini in Lieu of Election and Schedule a Special Meeting for the Board Secretary to Administer the Oath of Office (Action)

Board Secretary Blaine presented the item.

Directors held brief discussion.

Motion: It was moved to table the item until a special meeting to be scheduled later in December.

Motion by: Director Orsini **Second:** Director Couch

There were no comments from the Board or public.

Roll Call: Ayes: Binder, Biteman, Couch, and Orsini Nays: None Absent: Mayo

Motion Summary: Motion passed.

AGENDA ITEM F. REPORTS

F.1 ACTIVE COMMITTEE REPORTS

- a. **Parks and Recreation Committee (Binder/Biteman):** President Binder had nothing further to add to Director Messmer's report.
- b. **Area Fund (John Kulstad/Binder):** Did not meet.
- c. **Redwood Region Economic Development Commission (Biteman/Mayo):** Director Biteman was unable to attend the November meeting.
- d. **McKinleyville Senior Center Board Liason (Binder/Couch):** President Binder gave a brief report on the activities of the Senior Center.
- e. **Audit and Finance (Orsini/Biteman):** Did not meet.
- f. **Employee Negotiations (Couch/Mayo):** Director Couch stated the committee did meet in November, but discussion would be saved for the closed session item.
- g. **McKinleyville Municipal Advisory Committee (Orsini/Binder):** Did not meet.
- h. **McKinleyville Community Forest Committee (Orsini/Biteman):** Director Orsini gave a brief report out of the November meeting.
- i. **HBMWD Muni Water Task Force (Couch/Mayo):** Did not meet.

F.2 LEGISLATIVE AND REGULATORY REPORTS

F.3 STAFF REPORTS

- a. **Finance and Administration Department:** Finance Director Howard gave an update on a successful on-site visit from the Auditors during the week of November 18.
- b. **Operations Department (James Henry):** Operations Director Henry had nothing further to add to his written report.
- c. **Parks & Recreation Department (Kirsten Messmer):** Parks and Recreation Director Messmer had nothing further to add to her written report.
- d. **General Manager (Patrick Kaspari):** General Manager Kaspari gave an update on the progress of the 4.5 MG Reservoir construction.

F.4 PRESIDENT'S REPORT: President Binder gave a brief update on his attendance of the ACWA Fall Conference.

F.5 BOARD MEMBER COMMENTS, ANNOUNCEMENTS, REPORTS AND AGENDA ITEM

REQUESTS: Director Orsini gave a positive review of the Flume sensors available to MCSD customers at a discount through a program with the California Department of Water Resources.

A.5 CLOSED SESSION DISCUSSION

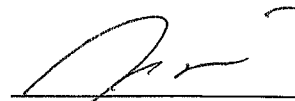
- a. **CONFERENCE WITH DISTRICT LABOR NEGOTIATORS (Government Code § 54954.5 and 54957)**

The Board adjourned the closed session at 7:02 p.m.

There was nothing to report out of closed session

G. ADJOURNMENT:

Meeting Adjourned at 7:45 p.m.



Joseph Blaine, Board Secretary