

**MINUTES OF THE REGULAR MEETING OF THE MCKINLEYVILLE COMMUNITY SERVICES DISTRICT HELD ON WEDNESDAY, NOVEMBER 3, 2021 - 7:00 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**

**AGENDA ITEM A. CALL TO ORDER:**

**A.1 Roll Call:** The regular session of the Board of Directors of McKinleyville Community Services District convened at 7:00 pm with the following Directors and staff in attendance in person at Azalea Hall:

Dennis Mayo, President	Pat Kaspari, General Manager
David Couch, Vice President	April Sousa, Board Secretary
Scott Binder, Director	Joseph Blaine, IT Specialist
Greg Orsini, Director	Eava Minton, IT in Training
Joellen Clark-Peterson, Director	Lesley Frisbee, Parks & Recreation Director
	James Henry, Operations Director
	Colleen Trask, Finance Director

**A.2 Pledge of Allegiance:** The Pledge of Allegiance was led by President Mayo

**A.3 Additions to the Agenda:** There were no additions to the agenda.

**A.4 Approval of the Agenda:**

**Motion:** It was moved to approve the agenda as delivered.

**Motion by:** Director Couch; **Second:** Director Binder

There were no comments from the Board or public.

**Roll Call:** Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

**Motion Summary:** Motion Passed

**AGENDA ITEM B. PUBLIC HEARINGS:**

There were no scheduled public hearings.

**AGENDA ITEM C. PUBLIC COMMENT AND WRITTEN COMMUNICATIONS:**

Winchell Dillenbeck from McKinleyville and from Healthcare for All, Humboldt Chapter, came to speak on the Nationwide Comprehensive Healthcare. He is asking for the MCSD Board to consider a resolution to support this legislation for healthcare reform.

Patty Harvey also spoke in favor of Single Payer Healthcare Legislation.

Rick Littlefield, owner of Eureka Natural Foods, spoke about the Bridle Trail within the Central Avenue Assessment District.

Mary Burke, former MCSD Director, gave an update from a group called "California Unincorporated" and other legislative updates.

Kathryn Donahue, a local nurse, would also like the MCSD Board to consider the National Comprehensive Healthcare/Single Payer Healthcare Resolution.

Corrine Frugon, also spoke on support of the Single Payer Healthcare Resolution and asked for the Board to consider this.

#### **AGENDA ITEM D. CONSENT CALENDAR:**

- D.1 Consider Approval of the Minutes of the Board of Directors**
- D.2 Consider Approval of September DRAFT 2021 Treasurer's Report**
- D.3 Consider Approval of Resolution 2021-30 amending the Board Policy Manual adding Part 13: Directors' Expense Reimbursement**
- D.4 Review 2020 Annual Water Loss Audit Report**
- D.5 Reaffirm Resolution 2021-27 Making Findings Pursuant to Government Code Section 5493, as Amended by Assembly Bill 361, and Authorizing the Continued Use of Virtual Meetings**

**Motion:** It was moved to approve the Consent Calendar.

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

There were no comments from the Board or public.

**Roll Call:** Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

**Motion Summary:** Motion Passed

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

- E.1 Consider Adoption of Resolution 2021-29 Recognizing, Honoring and Commending Kyle Stone for Fifteen (15) Years of Service**

Operations Director James Henry gave a brief presentation honoring Kyle Stone for fifteen (15) years of service.

The Board and staff were able to give comments and congratulations. Members of the Public also spoke in support of the commendable work of Kyle Stone.

**Motion:** It was moved to adopt Resolution 2021-29 honoring Kyle Stone for fifteen (15) years of service at McKinleyville Community Services District.

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

**Roll Call:** Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

**Motion Summary:** Motion Passed

- E.2 Consideration of Fulton Water Loss Appeal**

General Manager Kaspari gave a brief overview of this item. President Mayo did not feel comfortable moving forward with the item without the Fulton's present. He asked the Board if they would support pushing the item to the December Board meeting.

**Motion:** It was moved to table this item to the December Board meeting.

**Motion by:** Director Couch; **Second:** Director Binder

**Roll Call:** Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

**Motion Summary:** Motion Passed

- E.3 Consider Acceptance of BBW & Associates' McKinleyville Community Forest Framework Plan**

General Manager Kaspari gave an introduction of this item to the Board. Mark Andre and Greg Blomstrom from Baldwin, Blomstrom, Wilkinson and Associates (BBW) gave a presentation for the Board.

Jason Carlson, Craig Compton, and Gary Rynearson from Green Diamond Resource Company were present for the presentation as well. Mr. Carlson spoke after the presentation regarding the opportunity of this Community Forest.

The Board and the public were given an opportunity to speak and make comments.

Brian Dorman, McKinleyville resident, made comments regarding the availability of the plan to residents near the proposed Community Forest.

Karen Dorman, McKinleyville resident, asked if the modality of the Community Forest would be horse, bike, pedestrian like the Arcata Community Forest.

Supervisor Madrone commented on both past and current Boards on following through with the vision of the Community Forest and Green Diamond for their partnership.

**Motion:** It was moved to accept BBW's McKinleyville Community Forest Framework Plan.

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

**Roll Call:** Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

**Motion Summary:** Motion Passed

**E.4 Consider Second Reading and Adoption of Ordinance 2021-08 Adding Regulation 48: Community Forest, to Article IV: Parks and Recreation, Addressing Community Forest Powers and Authority of the MCSD Rules and Regulations**

Board Secretary Sousa gave a brief review of the staff note. There were no comments from the Board or the public. President Mayo exited the dais briefly and was not present for the remainder of this item or the vote.

**Motion:** Approve the second reading and adoption of Ordinance 2021-08 adding Regulation 48: Community Forest, to Article IV: Parks and Recreation, addressing community forest powers and authority of the MCSD Rules and Regulations, by title only.

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

**Roll Call:** Ayes: Binder, Clark-Peterson, Couch, and Orsini Nays: None Absent: Mayo

**Motion Summary:** Motion Passed

**E.5 Consider Adoption of Resolution 2021-31 Naming the Microgrid Project at the Wastewater Management Facility as Da Ledik Microgrid**

Board Secretary Sousa reviewed this item with the Board. President Mayo commented on the process. Director Orsini asked that once the Microgrid is up and running to ask the tribe to partner with MCSD for a naming ceremony.

**Motion:** Approve Resolution 2021-31 Naming the Microgrid at the Wastewater Management Facility "Da Ledik".

**Motion by:** Director Binder; **Second:** Director Clark-Peterson

**Roll Call:** Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

**Motion Summary:** Motion Passed

**E.6 Consider Award of Contract to Willdan Financial Services for Water & Sewer and Connection Fee Rate Study**

General Manager Kaspari gave an overview of this item. President Mayo commented on the loss of revenue during drought conditions. Director Couch commented in support of looking at industrial rates based on the strength of the Biochemical Oxygen Demand (BOD).

**Motion:** Authorize the General Manager to execute the Professional Services Agreement with Willdan Financial to provide services to perform a Water and Sewer Rate Study, not to exceed \$49,930 with a 10% (\$4,993) contingency, totally \$54,923.

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

**Roll Call:** Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

**Motion Summary:** Motion Passed

## **E.7 Consider Approval of LAFCo 2021 Municipal Service Review**

General Manager Kaspari reviewed the item with the Board. General Manager Kaspari noted that staff has been in contact with LAFCo staff asking that if the LAFCo Board makes any changes that the MCSD Board would like a final review. Director Orsini had further feedback on the updated draft from LAFCo, which staff will pass on to LAFCo staff.

**Motion:** Approval of the updated October 2021 LAFCo Administrative Draft, McKinleyville Community Services District, Municipal Services Review and Sphere of Influence Update, with recommended changes and request staff notify LAFCo that if any changes are made after this approval, the Board wishes to review them prior to LAFCo's final approval.

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

**Roll Call:** Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

**Motion Summary:** Motion Passed

## **E.8 Consider Acceptance of Mutual Aid Agreement developed by Humboldt Chapter of California Special District Association (CSDA) and Authorize Execution with Interested Agencies**

General Manager Kaspari gave a brief review of the item. Director Orsini commended the CSDA Humboldt Chapter on this work.

**Motion:** Accept the Mutual Aid Agreement developed by the Humboldt Chapter of CSDA and authorize the General Manger to execute the agreement with other interested agencies.

**Motion by:** Director Orsini; **Second:** Director Clark-Peterson

**Roll Call:** Ayes: Binder, Clark-Peterson, Couch, Orsini, and Mayo Nays: None Absent: None

**Motion Summary:** Motion Passed

## **AGENDA ITEM F. REPORTS**

### **F.1 ACTIVE COMMITTEE REPORTS**

- a. **Parks and Recreation Committee (Binder/Clark-Peterson):** Director Binder had nothing further to add to Director Frisbee's report.
- b. **Area Fund (John Kulstad/Clark-Peterson):** Did not meet.
- c. **Redwood Region Economic Development Commission (Clark-Peterson/Binder):** Director Clark-Peterson gave a brief report on the recent meeting.
- d. **McKinleyville Senior Center Advisory Council (Clark-Peterson/Binder):** Did not meet.
- e. **Audit (Orsini/Couch):** Did not meet.
- f. **Employee Negotiations (Couch/Mayo):** Did not meet.
- g. **McKinleyville Municipal Advisory Committee (Orsini/Binder):** Director Orsini gave a brief report.
- h. **Local Agency Formation Commission (Couch):** Did not meet.
- i. **Environmental Matters Committee (Couch/Clark-Peterson):** Did not meet.
- j. **Ad Hoc Community Forest Committee (Mayo/Orsini):** Nothing to report.
- k. **Ad Hoc Latent Powers Committee (Orsini/Couch):** Did not meet.

## F.2 LEGISLATIVE AND REGULATORY REPORTS

President Mayo gave an update on legislation from ACWA Legislative Committee, most specifically the non-essential Turf removal.

## F.3 STAFF REPORTS

- a. **Support Services Department (Colleen M.R. Trask):** Finance Director Colleen Trask updated the Board on the Governor's non-shutoff/non-lock legislation and payment of balances COVID-19 arrearage customers. Director Orsini asked about information from the County needed for the Audit.
- b. **Operations Department (James Henry):** Operations Director James Henry had nothing further to add to his written report.
- c. **Parks & Recreation Department (Lesley Frisbee):** Recreation Director Lesley Frisbee had nothing further to report.
- d. **General Manager (Patrick Kaspari):** General Manager Kaspari added a reminder about the meeting on November 18, 2021 at 6 p.m. at the Conference Room.

**F.3.2 PRESIDENT'S REPORT:** Nothing to report.

## F.4 BOARD MEMBER COMMENTS, ANNOUNCEMENTS, REPORTS AND AGENDA ITEM REQUESTS:

Director Binder commented on the Redwood Region Economic Development Commission (RREDC) meeting.

Director Orsini spoke about the Single Payer Healthcare Resolution.

## G. ADJOURNMENT:

**Meeting Adjourned at 9:34 P.M.**



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April Sousa, MMC, Board Secretary