



Madison Service District

P.O. Box 40
Madison, CA 95653
(530) 666-2888

**BOARD OF DIRECTORS MEETING
MADISON COMMUNITY SERVICE DISTRICT**

REGULAR MEETING
December 11, 2019
MINUTES

1. CALL TO ORDER

Chair Andrew Wells called the meeting to order at 6:03 pm.

2. ROLL CALL

Present:

- Directors: Charles Stormont, Steve Gomez, Frank Gonzalez and Andrew Wells
- Not present: Dan Barnett
- District Counsel: Not present
- General Manager: Leo Refsland
- Board Clerk: Leo Refsland

Public: none

3. APPROVAL OF AGENDA

Chair Andrew Wells called for a motion to approve the agenda.

Motion by: Director Steve Gomez to approve the agenda as presented

Second by: Director Charles Stormont

Discussion: None

Vote: Ayes: 4 No: 0 Abstain: 0 **Motion:** Passed

4. SWEARING IN OF NEW DIRECTOR

Chair Andrew Wells led the swearing in of new Director Frank Gonzalez who completed his Oath of Office.

5. PUBLIC COMMENTS

Chair Andrew Wells called for public comment-None

6. CORRESPONDENCE: None

7. FINANCIAL REPORT:

- General Manager went over procedures and how MCSD keeps track of costs and income during the budget year for new director Gonzalez. GM informed the board that the monthly check to the county for October revenue will be \$21,762.24 GM went over deposits and informed board the income is just shy of budgeted projections. The expense is a little tough because of repairs. MCSD is close to 50% of budget which is where we should be at this time.
- Will need to look at another cost of living rate increase in the near future.
- GM informed board on Shut offs and some of the problem homes.

8. APPROVAL OF MINUTES:

Chair Andrew Wells called for a motion to approve the minutes of 11/13/2019

Motion by: Director Steve Gomez to approve the November 13, 2019 minutes.

Second by: Director Charles Stormont

Discussion: GM gave a brief explanation about this process.

Vote: **Ayes:** 3 **No:** **Abstain:** 1 FG **Motion:** Passed

9. APPROVAL OF CLAIMS:

Chair Andrew Wells asked for a motion to approve the claims for 12/19

Motion by: Director Steve Gomez to approve the claims for 12/19

Second by: Director Charles Stormont

Discussion: GM gave a brief explanation of this process

Vote: **Ayes:** 4 **No:** 0 **Abstain:** 0 **Motion:** Passed

10. ACTION ITEMS:

a) Receive and accept Coleman report on replacing water infrastructure.

Chair Andrew Wells called for a motion to receive and accept the Coleman report on replacing the water infrastructure.

Motion by: None moved to next meeting to allow new directors a chance to review and comment

Second by:

Discussion: GM went over different financing possibilities. GM also explained the difference of just accepting and approving the report as complete does not mean the directors are approving the project. It is just the report.

Vote: **Ayes:** 0 **No:** 0 **Abstain:** **Motion:** None

b) Board Stipends 7-19 – 12-19

Chair Andrew Wells called for a motion to approve Board stipends

Motion by: Director Charles Stormont

Second by: Director Steve Gomez

Discussion: GM gave a brief explanation on how the stipends work.

Vote: Ayes: 4 No: 0 Abstain: Motion: Passed

a) Billing issues at 28824 Hurlbut

Chair Andrew Wells called for a motion to develop enforcement action policy.

Motion by: Director Steve Gomez

Second by: Director Charles Stormont

Discussion: GM gave history regarding payment problems with this address. Current tenant broke into locked box and turned water back on after it had been shutoff for non payment. Line has been disconnected. Need to look into legality and process of chasing after the lost revenue. Need look into the proper way to do random inspections and the possibility of having the Sheriffs department on standby and possibility of health dept participating. Need to adopt an enforcement policy.

Vote: Ayes: 4 No: 0 Abstain: Motion: Passed

11. GENERAL MANAGERS REPORT

- Capacity at ponds is in good shape however there is water in pond #4 and #2 because of the rains. Evaporation has slowed during winter months. Not testing pond two yet but will be soon. Meters were recalibrated this month.
- Park is good.
- Caltrans project is wrapping up
- Flood and drainage projects have been completed
- Wells and everything else working well.
- Painted the trim on office building will be finishing when the weather clears up.
- Gave update on other building repairs.

12. FUTURE AGENDA ITEMS

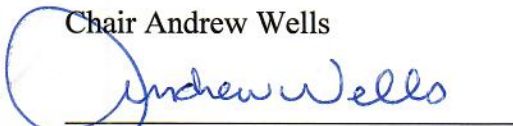
Coleman Report

13. ADJOURNMENT

Meeting adjourned at 7:19 pm by Chair Andrew Wells

NEXT MEETING DATE: Wednesday, 01-08-2020 @ 6:00 pm

Chair Andrew Wells



Date: ~~01-08-20~~

02-12-2020

Board Clerk Leo Refsland



Date: ~~01-08-20~~

02-12-2020