



Madison Service District

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

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

REGULAR MEETING
November 8, 2017
MINUTES

1. CALL TO ORDER

Chair Steve Gomez called the meeting to order at 6:01pm.

2. ROLL CALL

Present:

- Directors: Steve Gomez, Bonnie Stormont, Dan Barnett, Lewis Phillips, Andrew Wells
- District Counsel: Not present
- General Manager: Leo Refsland
- Board Clerk: Leo Refsland

Public: No public present

3. APPROVAL OF AGENDA

Chair Steve Gomez called for a motion to approve the agenda.

Motion by: Director Bonnie Stormont to approve the agenda as presented

Second by: Director Lewis Phillips

Discussion: None

Vote: **Ayes:** 5 **No:** 0 **Abstain:** 0 **Motion:** Passed

4. PUBLIC COMMENTS

Chair Steve Gomez opened public comments – none

5. CORRESPONDENCE

Chair Steve Gomez called for correspondence – none

6. APPROVAL OF MINUTES

Chair Steve Gomez called for a motion to approve the minutes of 10-11-17

Motion by: Director Andrew Wells to approve the minutes of 10-11-17

Second by: Director Dan Barnett

Discussion: None

Vote: **Ayes:** 5 **No:** **Abstain:** 0 **Motion:** Passed

7 APPROVAL OF CLAIMS

Chair Steve Gomez asked for a motion to approve the claims for 10-26-17

Motion by: Director Lewis Phillips to approve the claims for 10-26-17

Second by: Director Dan Barnett

Discussion: General Manager referenced the financial reports were not available due to a computer problem, he indicated he was not able to retrieve them from the county sight. Not sure what the issue is but will work on getting it corrected.

Question: did the change to new light bulbs lower our electrical bill.

General Manager: responded, some bulbs were changed, but unsure if it made a difference. Rate looks almost flat.

Vote: **Ayes:** 5 **No:** 0 **Abstain:** 0 **Motion:** Passed

8. DISCUSSION

None

9. ACTION ITEM

- a) Commercial Bank Account – General Manager indicated he met with Bank of The West regarding the commercial bank account. All that is needed is a copy of our adopted minutes from this meeting. So it will take another 30 days before it can be opened. The Chairman, Steve Gomez and the General Manager, Leo Refsland will be the two signatories.

Motion by: Director Dan Barnett to approve the opening of a commercial bank account with Bank of the West.

Second by: Director Lewis Phillips

Discussion: None

Vote: **Ayes:** 5 **No:** 0 **Abstain:** 0 **Motion:** Passed

- b) Budget Adjustment – General Manager reviewed all budget adjustments and changes. He described which category was increased and why. After all adjustments the total financial working budget for 2017/2018 was \$291,652. Some discussion followed.

Motion by: Director Dan Barnett to adopt a financial uses budget for the 2017/2018 fiscal year of \$291,652.

Second by: Director Bonnie Stormont

Discussion: None

Vote: **Ayes:** 5 **No:** 0 **Abstain:** 0 **Motion:** Passed

- c) Sell surplus equip 2004 Chevy Truck – General Manager indicated he would like to sell the truck at auction. He is still transferring equipment to the new truck once that is complete; the truck will be cleaned up and sent to the auction. All of the district trucks are now registered. Reference was made to the budget, and the need to increase reserves for future needed equipment. Proceeds from the truck sale will be added to the reserves.
Discussion followed.
After discussion it was approved by the directors to move forward and sell the 2004 Chevy Truck.

10. GENERAL MANAGERS REPORT

- a) Yucca Palm: was removed from pond, job took four hours to complete, well worth the cost of \$960.00, it was cut down to base and all the debris was removed, poison was added to the stump. Savings in continual cleanup cost should offset the labor cost in the future.
- b) Yolo Flood Control: winter prep spraying was completed, more efficient cost factor, dividends long term investment starting to payoff. Ponds are now ready for storms, two ponds completely empty, burn pile will be burned prior to ponds filling. Pond levels holding at 3-6 as discussed.
- c) Office: doing cleanup, going through old paper work and reorganizing. Completing switch in our utility trucks which are now all registered in the districts name.
- d) Repairs: two repairs needed to be done, scheduled for next week, one on the driveway on Archer, one on Hurlbud by Tobens place.
- e) Old Moving Van: company closed down, got it for free to use for storage also was able to get new office furniture. Will use van for cleanup in storage yard.

General Manager announced he passed the test for his D1 license and is now a certified water operator.

11. FUTURE AGENDA ITEMS

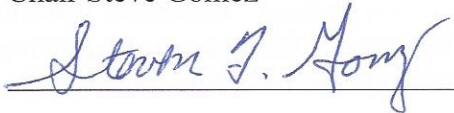
- a) 401K
- b) Utilizing current fees charged for D1 license
- c) Revisit/readopt 2003 Ordinances
- d) Board Stipends

12. ADJOURNMENT

Meeting adjourned at 6:46 pm by Chair Steve Gomez

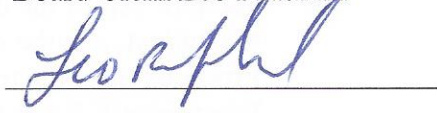
NEXT MEETING DATE: Wednesday, December 13, 2017 @ 6:00 pm

Chair Steve Gomez



Date: 12-13-17

Board Clerk Leo Refsland



Date: 12-13-17