



*Madison Service District*

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

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

REGULAR MEETING  
June 13, 2018  
MINUTES

**1. CALL TO ORDER**

Chair Steve Gomez called the meeting to order at 6:03 pm.

**2. ROLL CALL**

**Present:**

- Directors: Steve Gomez, Andrew Wells, Dan Barnett
- 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 Dan Barnett to approve the agenda as presented

**Second by:** Director Andrew wells

**Discussion:** Add 6-13-18 Claims for approval to agenda

**Vote:** Ayes: 3 No: 0 Abstain: 0 **Motion:** Passed

**4. PUBLIC COMMENTS**

Chair Steve Gomez called for public comment-None

**5. CORRESPONDENCE**

Chair Steve Gomez called for correspondence – no correspondence

**6. FINANCIAL REPORT**

General Manager indicated he was not able to get numbers put together for this meeting still working on spreadsheets that provided income and expense totals. Need to get for year end and establish budget.

All checks have been deposited. This month we will have to write two checks one for \$21,274.46 which represents all income for April. No meeting in April. Another for \$21,516.42 which represents all the income we received for May. Bertram house has a new tenant.

## **7. APPROVAL OF MINUTES**

Chair Steve Gomez called for a motion to approve the minutes of 5-9-18

**Motion by:** Director Dan Barnett to move approval of the minutes of 5-9-18

To the July meeting

**Second by:** Director Andrew Wells

**Discussion:** General manager informed the board that the person who does the minutes for the district had a stroke. They will no longer be able to prepare the minutes for the district. The general manager stated that he would do them but needed more time.

**Vote:**    **Ayes:** 3    **No:**    **Abstain:** 0    **Motion:** Passed

## **8. APPROVAL OF CLAIMS**

Chair Steve Gomez asked for a motion to approve the claims for 5-18 & 6-13-18

**Motion by:** Director Andrew Wells to approve the claims for 5-18 & 6-13-18

**Second by:** Director Dan Barnett

**Discussion:** Discussion followed on the reports received with claims, and the grand totals for the Boards viewing. There was a question about the Hazmat bill. General Manager explained that it was for the disposal of the oil that was removed from Park Well #1

**Vote:**    **Ayes:** 3    **No:** 0    **Abstain:** 0    **Motion:** Passed

## **9. DISCUSSION- None**

## **10. ACTION ITEMS**

- a) **Grant Yolo County Transportation permission to utilize power from light pole to illuminate the waiting area at the bus stop.**

**Motion by:** Director Andrew Wells to approve Yolo County Transportation request to utilize power for lighting at bust stop.

**Second by:** Director Dan Barnett

**Discussion:** Discussion followed on location of existing light pole, of why not solar powered lighting and the responsibility of the Transportation Districts to maintain lighting within the actual bus stop.

**Vote:** Ayes: 3 No: 0 Abstain: 0 **Motion:** Passed

**b) Postpone Rate Increase.**

**Motion by:** Director Dan Barnett to approve postponement of rate increase

**Second by:** None

**Discussion:** General Manager expressed concerns about the late roll out of rate increase. He indicated that those that operate on fiscal budgets might take issue with the board and the timing. GM further stated that ultimately it was his responsibility why it is late. He further stated that it would not really matter to rest of customer base and that a rate increase can be initiated at any time. Will need a minimum of 180 days for proper notification.

**Vote:** Ayes: 0 No: 0 Abstain: 0 **Motion:** Died

**c) Board Stipends**

**Motion by:** Andrew Wells to approve payment of Board Stipends

**Second by:** Director Dan Barnett

**Discussion:** Discussion followed regarding totals and varying amounts. It was explained that because of absences and a cancelled meeting in April the totals were lower than normal.

**Vote:** Ayes: 3 No: 0 Abstain: 0 **Motion:** Passed

**d) 2018/2019 Budget**

**Motion by:** None, item moved to July meeting

**Second by:**

**Discussion:** GM explained that in the past two years since the county switched to INFOR that the report that had budget status no longer exists. The report gave status of budget by percentage used as of the current date. It was like having a second person. Now we have had to create our own spreadsheets and entry. Still putting all the numbers together. GM needs more time and had nothing ready for this meeting. Suggested moving to July meeting.

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



## 11. GENERAL MANAGERS REPORT

- Gave update on trip to Montana for Daughters surgery and her current condition
- Gave update on his hospitalization while in Montana and the search for what is wrong by doctors and specialist. Possible long term recovery.
- There was a watermain break that had to be repaired before leaving for Montana. The repair required purchase of a 5 x 10 trench plate.
- General Manager indicated he will do whatever he can to not spend money for the rest of month.
- Had two false positives on water tests. Had to retest and add two extra tests. Negative results were reported on the second batch. This also happened just before leaving for Montana.
- Need to start working on budget and Rate increase. EAR, CCR and other year end stuff is coming up and due. Trying to keep up with it all. Leave for vacation first part of July.
- Update on impact of the passing of M, McKinney Jr.
- Didn't realize vacation was scheduled during meeting week. Can still have meeting without me. Or reschedule for July 18<sup>th</sup>.

## 12. FUTURE AGENDA ITEMS

- Budget, update on rate increase

## 12. ADJOURNMENT

Meeting adjourned at 6:49 pm by Chair Steve Gomez

**NEXT MEETING DATE:** Wednesday, July 18, 2018 @ 6:00 pm

Chair Steve Gomez

  
\_\_\_\_\_

Date: \_\_\_\_\_

8-8-18

Board Clerk Leo Refsland

  
\_\_\_\_\_

Date: \_\_\_\_\_

8-8-18