



Madison Service District

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

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

SPECIAL MEETING
July 22, 2020
MINUTES

1. CALL TO ORDER

Chair Andrew Wells called the meeting to order at 6:05 pm.

2. ROLL CALL

Present:

- Directors: Frank Gonzalez, Charles Stormont, Andrew Wells, Steve Gomez and VACANT.
- Not present:
- 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: GM noted he added item 9 C (new hire) to the action items.
Will only come into play if Item 9 A is approved.

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

4. PUBLIC COMMENTS

Chair Andrew Wells called for public comment – None.

- 5. CORRESPONDENCE:** Received Thank You card from Bonnie Stormont for her plaque. There was also a Facebook posting from Lewis Philips thanking the district for his.

6. APPROVAL OF CLAIMS:

Chair Andrew Wells asked for a motion to approve the final claims for FY 19/20.

Motion by: Director Frank Gonzalez to approve the claims for Fiscal Year 19/20. Dated 07/22/2020 Including one fiscal year 20/21 claim on the credit card account vac trailer fuel.

Second by: Director Steve Gomez.

Discussion: Director Charles Stormont asked about Wood Rodgers. GM gave history on recent projects with Wood Rodgers. Director Charles Stormont asked if GM can try ordering the herbicides online if there are savings to be had. Discussion about herbicides followed.

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

- June 2020 check in the amount of \$21,574.26 to county presented and signed by GM and Board chair
- Need to increase the minimum balance in the bank account. This would be to maintain minimum balance and receive no fees on the acct. A brief discussion followed about the bank acct and fees. Board directed GM into looking at an increase in the minimum balance and bring it back before them.

7. FINANCIAL REPORT: None

8. DISCUSSION ITEMS: None

9. ACTION ITEMS:

a) Adopt agreement to provide contracted services to Knights Landing CSD.

Chair Andrew Wells asked for a motion to Provide contracted services to Knights Landing CSD

Motion by: Director Charles Stormont to adopt final draft agreement to provide contracted services to Knights Landing CSD.

Second by: Director Frank Gonzalez.

Discussion: GM announced that KLCSD voted and signed the final draft agreement for contracted services. GM talked about the final agreement draft. There were no comments or questions from the board via e-mail. Tonight, the board will be voting to either approve or disapprove this final draft agreement to provide Knights Landing CSD contracted services for \$12,200.00 per month for the next 5 years. The funds generated from this agreement would go to hiring/payroll of one new full-time employee with CalPERS retirement benefits @ \$7,571.25 per month, CalPERS or PLAN 457 and or another retirement/ plan payroll increase for the existing General Manager @ \$4,166.66 per month and General fund use in the annual budget @ \$462.09 per month. There would also be a savings of \$500.00 per month from not having a monthly license fee. Director

Andrew Wells asked about the term of contract. GM went over timeline, terms and conditions in the contract. GM gave a history of the working relationship between he and the new employee that has been selected for hire. Also, the history between the working relationship of the ECSD and MCSD. The ECSD may or may not provide billing services to KLCSD. That is yet to be determined. If it does it will be through MCSD and there will be an increased monthly charge for those services. There was discussion about existing employees of KLCSD and that the two entities would be operated under separate budgets. Although, where possible shared resources can be utilized when appropriate. GM gave timeline of the plans for both districts. Director Charles Stormont asked about monitoring and testing at KLCSD, Director Frank Gonzalez asked about park at KLCSD. Discussion followed on both subjects. Discussion followed about the similarities in operational requirements.

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

b) Change regular MCSD meeting to the third Thursday of the month

Chair Andrew Wells asked for a motion to move the monthly meeting to the third Thursday of the month

Motion by: Director Charles Stormont to move the regularly scheduled monthly MCSD meetings to the third Thursday of the month.

Second by: Director Steve Gomez

Discussion: There was brief discussion on the benefits of doing this.

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

Closed Session:

c) New hire: Authorize hiring of new employee and associated benefits

Chair Andrew Wells asked for a motion to hire new full-time employee

Motion by: Director Steve Gomez to hire new full-time employee with CalPERS retirement benefits and negotiated pay rate effective August 1, 2020.

Second by: Director Charles Stormont

Discussion: GM explained that we have had an ongoing existing working relationship with the potential new full-time employee. He has been our contract pond operator for the last several years. We also have worked together through ECSD when he was employed there in the past. Both the new hire and ECSD were a big help when the GM became ill in 2018. Their help during that time was invaluable. New hire has also filled in when GM was on vacation and is very familiar with the MCSD system. He also participated in the exploratory trips to meet with KLCSD and look at their operations and system. He has both water and wastewater licenses. The contracted license fee will no longer need to be paid. There was further discussion about the KLCSD contract, KLCSD rates, KLCSD employees, and overall benefits of having the new position filled.

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

d) GENERAL MANAGERS REPORT: None.

e) FUTURE AGENDA ITEMS

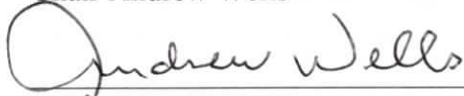
None at this time.

f) ADJOURNMENT

Meeting adjourned at 7:05 pm by Chair Andrew Wells

NEXT MEETING DATE: Thursday, 08-20-2020 @ 6:00 pm

Chair Andrew Wells

Handwritten signature of Andrew Wells in black ink, written over a horizontal line.

Date: 09-17-20

Board Clerk Leo Refsland

Handwritten signature of Leo Refsland in blue ink, written over a horizontal line.

Date: 09-17-20