



*Madison Service District*

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

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

REGULAR MEETING  
October 10, 2018  
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, Andrew Wells.
- Directors: Lewis Phillips: Not present
- 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 Andrew Wells

**Discussion:** None

**Vote:**    **Ayes:**     4    **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 things are going well. In September MCSD took in \$23,823.70 and issuing the county a check in the same amount, for the September revenues.
- GM informed the board that he has all expenses current but was not able to transfer to the single page format in time for the meeting because of an emergency repair that took place prior to the meeting. The expenses are in line with the budget and to date MCSD is within 2018/2019 Budget. There was discussion about the number of repairs so far and how that might impact budget down the road.
- The county included the CDBG loan payment through Rural Initiatives in their 2018/2019 budget. It was approved by the Board of Supervisors at a recent meeting. MCSD will continue to make payments until transfer is made.
- Discussion about accounts are getting behind and shut offs will need to be done. There is one house in foreclosure.

## 7. APPROVAL OF MINUTES

Chair Steve Gomez called for a motion to approve the minutes of 08-08-18 & 9-12-18

**Motion by:** Director Bonnie Stormont to move September minutes to November meeting and approve the August minutes of 8-8-18

**Second by:** Director Andrew Wells

**Discussion:** General manager informed the board that because Director Phillips was absent that they could not vote on the September minutes. There was not a quorum of Directors that were present at the September meeting. The September minutes need to be moved to the November meeting for approval.

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

## 8. APPROVAL OF CLAIMS

Chair Steve Gomez asked for a motion to approve the claims for 10-18

**Motion by:** Director Dan Barnett to approve the claims for 10-18

**Second by:** Director Bonnie Stormont

**Discussion:** Discussion followed on the reports received with claims, and the grand totals for the Boards viewing.

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

## 9. DISCUSSION- None

## 10. ACTION ITEMS

**a) Audits.**

**Motion by:** None Item moved to November meeting.

**Second by:** None

**Discussion:** General Manager reiterated that he had located a significant amount of material to catch the audits up. In doing so uncovered some things that may or may not have been done in a correct procedure. Need to figure out proper way of presenting to board and process for approval that is compliant with all regular rules and regulations regarding audits. Will be contacting auditor to finetune where we are at and what we need to finish catching up. This will stay on agenda until resolved. May have to do audit approval over several meetings to allow time for review. Currently nothing to present and would like to move to November meeting. Further discussion about what it would be like if audits were current, procedures and timelines.

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

**11. GENERAL MANAGERS REPORT**

- Need to come up with a maintenance fee and ordinance for vacant or unoccupied properties that have connections. Or a sunset clause to retire the service connections to said properties.
- Need to come up with a fee and ordinance for when a connection needs to be upgraded or upsized due to property improvements.
- The vacant Main street property is getting developed. The property already has a sewer and water connection. However the waterline had to be upgraded from a 1" line to an 1 1/2" line and the district has incurred cost. The developer should reimburse for the upgrade.
- Reminded the directors next meeting is the public hearing for the rate increase please make sure you can be there.
- Reported on inquiries on the rate increase and responses given.
- Park is a little behind need to get caught back up with it.
- Participated in phone meetings with county, YCFC, KJ and SEI regarding flood issues and potential solutions for the town of Madison. Communication is ongoing.
- Ponds are in good shape.
- Had to do emergency repair today. There are other repairs needed. Reiterated about potential impact on budget.
- Still need to purchase a backhoe, other equipment purchases paying back.

## 12. FUTURE AGENDA ITEMS

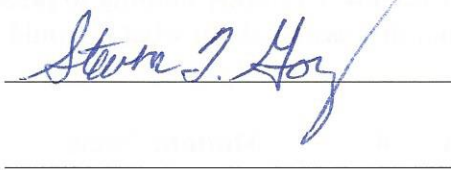
- Public hearing regarding rate increase, Audits, 9-12-18 & 10-10-18 minutes.

## 12. ADJOURNMENT

Meeting adjourned at 6:37 pm by Chair Steve Gomez

**NEXT MEETING DATE:** Wednesday, 11-14-2018 @ 6:00 pm

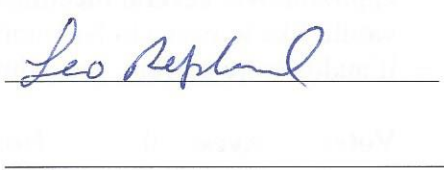
Chair Steve Gomez



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Date: 11-14-18

Board Clerk Leo Refsland



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Date: 11-14-18