

SAN MIGUEL COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS

November 16, 2017 SPECIAL MEETING MINUTES

MEETING HELD AT DISTRICT OFFICES
1150 MISSION STREET
SAN MIGUEL, CA 93451

I. Meeting Called to Order by President Green – 6:30 p.m.

II. Pledge of Allegiance lead by Director Kalvans.

III. Roll Call: Directors Present: Buckman, Green, Parent, Kalvans

District Staff in attendance: Rob Roberson, Tamara Parent, Kelly Dodds, Paola Freeman and District General Counsel Schweikert,

IV. Adoption of Special Meeting Agenda:

Motion by Director Buckman to adopt Special Meeting Agenda as presented.

Seconded by Director Parent Motion was approved by vote of 4 AYES and 0 NOES and 1 ABSENT

V. Public Comment and Communications (for items not on the agenda):

No public comment.

VI. ADJOURN TO CLOSED SESSION:

Closed Session convened at 6:11 p.m.

A. CLOSED SESSION AGENDA:

1. CONFERENCE WITH DISTRICT GENERAL COUNSEL-ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) subdivision (d) of Section 54956.9: (1 case)

2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to Government Code Section 54956.8

Properties: 021-051-017 and 021-051-016.

Agency negotiator: (Blaine T. Reely, PhD, PE/Monsoon Consultants, SMCS D Interim General Manager Rob Roberson, and Director of Utilities Kelly Dodds)

Property Negotiator: San Miguel Ranch, LLC.

Under negotiation: Purchase price & terms of payment.

- 3. CONFERENCE WITH LABOR NEGOTIATORS** (Pursuant to Government Code Section 54954.5(f) and Government Code Section 54957.6)
 District Representatives: District General Counsel, Director Kalvans, and Director Green.
 Unrepresented Bargaining Units: Non-Management Non-Confidential Unit and Non-Management Confidential Unit.

Director Kalvans left at 7:00 P.M. due to family emergency

- A. RECONVENE TO OPEN SESSION:** President Green reconvened to Open Session at 7:03 P.M.

B. REPORT OUT OF CLOSED SESSION

Report out of Closed Session by District General Counsel. Direction was given to Negotiators and Staff.

VII. Call to Order for Regular Board Meeting @7:05 P.M.

VIII. Public Comment and Communications:

No public comment.

IX. STAFF & COMMITTEE REPORTS:

1. San Luis Obispo County Sheriff No Report
2. San Luis Obispo County Board of Supervisors No Report
Public Comment: Richard Smithen, resident of San Miguel asked about any decisions regarding the “SLO County Cannabis Ordinance” from the Board of Supervisors. Understanding is that the County will not allow in unincorporated County areas. General Manager said he would look into it.
3. San Luis Obispo County Planning and/or Public Works No Report
4. San Miguel Area Advisory Council No Report
5. Camp Roberts—Army National Guard (LTC Kevin Bender) No Report
6. **Interim General Manager:** Verbal Report updated the Board of Directors that the District Staff has received the 2017-2018 estimated revenues & assessed values from the County of San Luis Obispo. District has also received the draft Audit for 2015/2016 from Moss, Levy. Board Clerk, Tamara Parent is almost up-to-date on the Board Meeting Minutes. Kelly Dodds, Director of Utilities is working on the street Lighting with PG&E. Paola Freeman, Bookkeeper is still working with CPA, in regard to District liabilities. Riverbed cleanup is still in the works and the District has talked to Mr. Kardashian from San Miguel Garbage and he will provide the dumpster if we pay the dump fee. Jason Taylor will be planning a date for cleanup.
Board Comments: Discussion ensued about riverbed clean up and location and safety.
Public Comment: Richard Smithen, resident of San Miguel informed the Fire Chief that he has noticed a few more homeless next to the Senior Center.
7. **District General Counsel:** Presented by Counsel Karl Schweikert. ChurchwellWhite, LLC has nothing new to report.

Board Comments: None

- 8. District Engineer:** Written report submitted as is. Blaine Reely explained that he had gotten word on the grant funds for prop 1, and was informed that we have been awarded this grant and the paperwork will be brought to the board in December for approval.

Board Comments: None**Public Comments:** None

- 9. Director of Utilities:** Presented by Kelly Dodds, Director of Utilities. Updated the Board that he is working with PG&E for street lighting. The San Lawrence Terrace well buildings and River Road booster station buildings have been painted. SLT blending project is a stall due to access to the pipe that is needed for the project.

Board Comments: Director Parent asked about the aerators at the wastewater facility, Director of Utilities informed him that he is still working with PG&E.**Public Comments:** None

- 10. Fire Chief:** Presented by Rob Roberson, Fire Chief. Rich Souer, who came to the District on 10/25/2017 for a demo with a fire suppression system has donated some extraction equipment and the board will have to approve acceptance of this donation. District calls are up this year and San Miguel Fire Department has responded to over 300 calls to date; 26 Wildland fire response, and the activity at Camp Roberts have made for more calls this year.

Board Comments: Director Green asked if the calls are medical. 59% are medical calls explained Chief Roberson.

Director Buckman asked about the new donated equipment and if it uses Hydraulic fluid. Discussion ensued about having the same equipment and safety.

Public Comment: Richard Smithen, resident of San Miguel explained that PG&E will be raising rates due to the California fires this year. The District should be prepared for this increase.**X. CONSENT ITEMS:**

1. Review and Approve Board Meeting Minutes
 - a) Draft meeting minutes for Aug 9, 2017
 - b) Draft meeting minutes for Aug 31,2017
 - c) Draft meeting minutes for Sept. 22, 2017
2. Gratitude letter of acceptance TNT Rescue Extrication equipment to San Miguel Fire Department as a donation from Micro Droplet Systems Inc.

Motion by President Buckman to approve all consent items presented.

Seconded by Director Parent. Motion was approved by Voice Vote of 3 AYES and 0 NOES and 2 ABSENT.

XI. BOARD ACTION ITEMS:

1. **Review, Discuss, Receive and File the Enumeration of Financial Report for October 2017**

Item presented by Interim General Manager Rob Roberson, explaining that he has asked Paola Freeman to be at the Board Meeting for any questions. District Bookkeeper, Paola Freeman asked about each individual item.

Board Comments: Director Buckman asked about the Fire Prevention supplies for the schools.

Director Parent voiced his concern with the ChurchwellWhite fees.

Public Comments: Laverne Buckman, San Miguel Resident asked about how many credit cards does the district have and how they are being used. Interim General Manager/Fire Chief Rob Roberson explained that he would have District Staff look into this and will bring a report back next month on the Credit Cards. Discussion ensued. Directors agreed and asked that it be brought back at next meeting on what cards the District has at this point.

Motion by Director Buckman to Receive and File the Enumeration of Financial Report for October 2017

Seconded by Director Parent. Motion was approved by Vote of 3 AYES and 0 NOES and 2 ABSENT.

2. Review and Approve RESOLUTION 2017-48 adopting the 2017 Water & Wastewater Masterplan as prepared by Monsoon Consulting.

Item presented by District Engineer Blaine Reely he explained that at last meeting he presented a PowerPoint presentation, and was looking for comments from the board. There were no significant changes brought to his attention. Dr. Reely asked that the Board of Directors approve Resolution 2017-48.

Board Comment: Director Parent feels that the Masterplans will help the district in the future and hopes that this will help with grants also. Thanks, Dr. Reely for all his work.

Public Comments: No public comment.

Motion by Director Parent to adopt Resolution No. 2017-48 to adopt the 2017 Water & Wastewater Master Plan.

Seconded by Director Buckman. Motion was approved by Vote of 3 AYES and 0 NOES and 2 ABSENT

3. Review and Discuss Public Surplus list, declaring items on the list as surplus and authorizing staff to dispose of them in accordance with the District's Surplus equipment policy.

Item presented by Interim General Manager/Fire Chief Rob Roberson, updating the Board of Directors that a few of the iPads and a Trailer Mounted Air Bottle Filling Station should be declared surplus.

Board Comment: Director Parent asked about the Air fill trailer and if we could donate it. Counsel Schweikert explained to him that the item must be declared surplus first the District can.

Director Green, asked about testing and safety before surplus. Assistant Fire Chief explained that we have a surplus policy that the staff follows, and if the Board would like to donate we could consider.

Public Comments: Richard Smithen reminds the board that because it was donated by Cal Fire we might have to check with them to see if they would want it back.

Motion by Director Buckman to surplus attached list, but to research Cal fire for the donated air fill trailer to see if they would want it back.

Seconded by Director Parent. Motion was approved by Vote of 3 AYES and 0 NOES and 2 ABSENT.

XII. BOARD COMMENT:

None

XIII. ADJOURNMENT: @ 7:53 PM