



BOARD OF DIRECTORS

Ward Roney, President Raynette Gregory, Vice-President
Anthony Kalvans, Director Owen Davis, Director Rod Smiley, Director

REGULAR MEETING MINUTES

01-26-2023 6:00 P.M.

**Closed Session to follow opened Session
601 12th St.**

1. Call to Order:

Meeting call to Order at 6:02 P.M.

2. Roll Call: *Ward Roney, Raynette Gregory(absent/excused), Owen Davis, Anthony Kalvans, Rod Smiley*

3. Approval of Regular Meeting Agenda:

Motion By: Anthony Kalvans

Second By: Rod Smiley

Motion: To Approve Regular Meeting Agenda for 1-26-2023

Board Members	Ayes	Noes	Abstain	Absent
Ward Roney	X			
Rod Smiley	X			
Owen Davis	X			
Anthony Kalvans	X			
Raynette Gregory				X

4. Pledge of Allegiance:

Pledge of Allegiance by Director Kalvans

5. Public Comment and Communications for items not on the agenda: Public Comment: None

6. Special Presentations/Public Hearings/Other: None

7. Non-District Reports:

1. Community Service Organizations

Listen to Verbal Report

Scott Young President of the San Miguel Firefighter Association, explained that the

Association finished up the Christmas season and is working on the "Buzz Run" scheduled for February 18th, 2023
Board Comment: None
Public Comment: None

2. San Luis Obispo County Organizations

Listen to verbal report

Sheriff's Department gave verbal report for end of year call statistics. Sheriff's Department wanted to thank the San Miguel Fire Department for their response to the Missing Child and the support that they have offered to all the search teams.

Board Comments: Director Kalvans voiced his appreciation to the search and rescue group from San Luis Obispo County Sheriff's, and gave a Thank You to the San Miguel Fire Department.

Public Comment: None

3. Camp Roberts—Army National Guard

Listen to verbal report

None

Board Comment: None

Public Comment: None

8. Staff & Committee Reports - Receive & File:

1. General Manager

Receive verbal report

District General Manager Kelly Dodds gave a verbal report, updating the Board of Directors. Mr. Dodds explained that the Streetlight on N Street is a private streetlight and has been disconnected by the property owner. General Manager Kelly Dodds explained that on January 9th the Salinas River crested to nearly the 100 year flood level, and that he has had a levee constructed at the Machado Wastewater Facility. Also, on January 9th the Mission Gardens tract was partially flooded and that included the SMCSO Lift Station and caused some damage to control panels. General Manager Dodds explained that San Luis Obispo County has set up a website for the residents that have been effected by the storm. www.readyslo.org. General Manager Kelly Dodds also explained that on January 14th a vehicle went off of the road at the intersection of Mission and 13th Street and destroyed a trash enclosure, killed a tree, and damaged a streetlight in front of 1299 Mission Street. CHP was called and the District is filing an insurance claim for damages. Discussion and congratulations to Director Kalvans for completing the "Certificate in Special District Governance" from the Special District Leadership Foundation.

Board Comment: Director Smiley voiced that it was a 30 year rain event for San Luis Obispo County.

Director Kalvans asked about the ownership of the N street streetlight. Discussion ensued. The District will look into what it would take to placing a streetlight in that area.

Public Comment: None

2. District Counsel

Receive verbal report

Doug White Nothing to report tonight

Board Comment: None

Public Comment: None

3. District Utilities

Receive and File

Kelly Dodds voiced that report is submitted as written

Board Comment: Director Roney asked about the cause of the vehicle off road on January 14th, on Mission Street. General Manager Kelly Dodds voiced that the police report said that the driver fell asleep.

Public Comment: none

4. Fire Chief Report

Receive and File

Report submitted as written.

Board Comment: Director Kalvans asked about the progress of the SOI/MSR with LAFCO. Chief Young explained that it is still being reviewed by LAFCO.

Public Comment: None

9. Consent Calendar:

Board Comment: None

Public Comment: None

Motion By: Rod Smiley

Second By: Anthony Kalvans

Motion: To Approve as written

Board Members	Ayes	Noes	Abstain	Absent
Ward Roney	X			
Rod Smiley	X			
Owen Davis	X			
Anthony Kalvans	X			
Raynette Gregory				X

1. Public Records Request Policy, revision to policy and fees. (Dodds)

Review and approve RESOLUTION 2023-06 adopting a revised Public Records Request policy and fee.

2. 12-15-2022 Draft Special Meeting Minutes (Parent)

Receive and File

10. Board Action Items:

1. Financial Reports - December 2022 (Hido)

Review, Discuss and Receive the Enumeration of Financial Reports for December 2022. The Financial Reports are for review and information. After the Audit a final Financial Report will be presented.

Presented by Financial Officer Michelle Hido, Report is submitted as written. Ms Hido updated the Board of Directors that all 1099 and W2 have been sent out, and will be submitting the State Compensation Report in Febuary. Mrs. Hido explained that the December 2022 Financial reports are just for receiving the information.

Board Comment: Director Kalvans asked about the Audit, and when it will be scheduled to

be presented. Ms. Hido explained that the Auditor is still working on it, and that she is also not happy about it not being completed. Director Kalvans voiced that he feels that the Audit is late at this point. General Manager Kelly Dodds explained that he has had discussion with the Auditor and Michelle has kept him updated. Public Comment: None

2. Authorizing Banking Powers for Current Board Members, and removing banking powers for former Director Hector Palafox. (Dodds)

Approve RESOLUTION 2023-01 authorizing banking powers for current Board Members Ward Roney, Raynette Gregory, Anthony Kalvans, Owen Davis and Rod Smiley for all District bank accounts and removing banking powers for former Director Hector Palafox. Item was presented by General Manager Kelly Dodds explaining that this item will get the new Directors authorized at the Bank and remove former Director Palafox for any banking authorization.

Board Comment: None

Public Comment: None

Motion By: Rod Smiley

Second By: Anthony Kalvans

Motion: To Approve Resolution 2023-01

Board Members	Ayes	Noes	Abstain	Absent
Ward Roney	X			
Rod Smiley	X			
Owen Davis	X			
Anthony Kalvans	X			
Raynette Gregory				X

3. Adopting the Operations and Maintenance Mid-Year Budget Adjustment (Dodds)

Review and Approve RESOLUTION 2023-03 Adopting the Operations and Maintenance Mid-Year Budget Adjustments.

Presented by General Manager Kelly Dodds, explaining that the current Budget has been reviewed and a recommendation for Mid-Year Adjustment are being submitted for Board review and approval. The Budget Adjustments were reviewed based on 50% of the year being complete. Objects that were near or exceed 50% were reviewed for a potential adjustment. There were minor changes, Workers Compensation & Property Liability insurance was more than expected. No change for the Fire Department, and the District Budget increase overall is 1%.

Board Comment: Director Smiley voiced that the adjustments seemed reasonable. Director Kalvans voiced that likes that it is only 1%, cost increase overall.

Public Comment: None

Motion By: Rod Smiley

Second By: Anthony Kalvans

Motion: To Approve Resolution 2023-03

Board Members	Ayes	Noes	Abstain	Absent
Ward Roney	X			

Rod Smiley	X			
Owen Davis	X			
Anthony Kalvans	X			
Raynette Gregory				X

4. Approval of (2) Two year Memorandum of Understanding between the San Miguel Employees’ Association Confidential and Non-Confidential Units and the San Miguel Community Services District for the Period of February 1, 2023 through June 30, 2025 (Dodds)

Review & Approve Resolution 2023-04 Approving the Memorandum of Understanding between the San Miguel Employees’ Association Confidential and Non-Confidential Units and the San Miguel Community Services District for the Period of February 1, 2023 through June 30, 2025.

Presented by General Manager Kelly Dodds and explained that this is a Review & Approval of (2) Two year Memorandum of Understanding between the San Miguel Employees’ Association Confidential and Non-Confidential Units and the San Miguel Community Services District for the Period of February 1, 2023 through June 30, 2025. Mr. Dodds explained that he has meet with SMEA members approximately six times, and then explained the changes within the MOU.

Board Comment: Director Davis voiced that he was going to abstain because he did not have time to review.

Public Comment: None

Motion By: Anthony Kalvans

Second By: Ward Roney

Motion: To Approve Resolution 2023-04

Board Members	Ayes	Noes	Abstain	Absent
Ward Roney	X			
Rod Smiley	X			
Anthony Kalvans	X			
Owen Davis			X	
Raynette Gregory				X

5. Regional Governmental Services Contract (Dodds)

Approve RESOLUTION 2023-07 authorizing the General Manager to contract with Regional Governmental Services (RGS) for Mediation, Teambuilding and Job Classification Study in an amount not to exceed \$31,876, including a budget adjustment in an equal amount.

General Manager Kelly Dodds presented item and voiced that Legal and himself have been working together to resolve some internal personnel issues and have contacted Regional Governmental Services (RGS) to provide mediation, team building and job classification assessment services to the District.

Board Comment: Director Roney asked how the cost was calculated and what the total cost would be? General Manager Kelly Dodds explained that the cost comes from the total number of hours that RGS thinks that it will take to finish the scope of work.

Director Smiley voiced that he does not think that the District so big that we can not do this in house, and asked if he was not correct in thinking that this is part of the General Managers Job. General Manager Kelly Dodds explained that Director Smiley was correct but voiced that it would be an unbiased opinion from professionals that do this everyday. Discussion ensued.

Director Roney asked about why this was being brought to the Board at this time? General Manager Kelly Dodds explained that this is something that he has been working on, off and on and that he feels that this type of analysis is the first step in moving forward. Discussion ensued.

Director Smiley asked about the employees, and what the issues that the District will be coming into. Discussion ensued about growth in the District and explained that this might be better to look at, at a later date.

Director Roney asked about what the worst case scenario if we did not proceeded at this point. General Manager Kelly Dodds explained that putting this off would not be catastrophic but feels that this is still something that would need to be assessed in the near future.

Director Davis agree with Director Smiley, and feel that we pay the General Manager and he should be able to manage the District, and voiced that it did not make any sense at this time.

Director Kalvans asked about the bidding process, and maybe the Board should be looking at tabling the item to a later date.

Public Comment: Ashley Sangster, San Miguel Resident spoke about the likelihood of the total cost and his professional opinion that most not to exceed contracts meet the cost amount. Mr. Sangster voiced that he feels that this will only bring on more District spending.

Motion By: Rod Smiley

Second By: Ward Roney

Motion: To Postpone to a later date

Board Members	Ayes	Noes	Abstain	Absent
Ward Roney	X			
Rod Smiley	X			
Owen Davis	X			
Anthony Kalvans	X			
Raynette Gregory				X

6. Update to Surplus Equipment Policy (Dodds)

Review and approve RESOLUTION 2023-05 adopting a revised Surplus Equipment Policy. Presented by General Manager Kelly Dodds explained that this would rescind the 2013 Resolution and would provide a uniform method and accounting of equipment and materials that were no longer usable or useful for the successful operation of the District. The proposed policy would provide the necessary flexibility to use a venue that will most benefit the District.

Board Comment: Director Smiley voiced that he agreed that this is the right direction, discussion about 777 Auctions ensued.

Director Roney voiced that he thinks that this will be most cost effective for the District.

Director Davis explained that he has had great success with auctions.
 General Manager discussed the donation process if that was to be used.
 Public Comment: Ashley Sangster, San Miguel Resident voiced that he agreed with streamlining the process, but would like the District to look at selling some small items together in a "lot". Mr. Sangster spoke about not selling to Staff or the Directors.

Motion By: Rod Smiley

Second By: Anthony Kalvans

Motion: To Approve Resolution 2023-05

Board Members	Ayes	Noes	Abstain	Absent
Ward Roney	X			
Rod Smiley	X			
Anthony Kalvans	X			
Owen Davis			X	
Raynette Gregory				X

7. Surplus Equipment Designation (Dodds)

Approve RESOLUTION 2023-08 designating listed property as surplus and authorize the General Manager to dispose of that property in accordance with District policy.

Item Presented to General Manager Kelly Dodds explained that the District has some Generators, and the old phone system and microphones that have become obsolete.

Board Comment: Director Davis voiced that the Diesel Generators that can not be permitted to use to APCD/EPA regulations, but feels that it does have a value outside of California and would like District to look at Nelson Actions. Discussion ensued on items that he has had success selling through Nelson Actions.

Director Kalvans voiced that he is not in favor of giving any funds to APCD. Public Comment: None

Motion By: Rod Smiley

Second By: Anthony Kalvans

Motion: To Approve Resolution 2023-08

Board Members	Ayes	Noes	Abstain	Absent
Ward Roney	X			
Rod Smiley	X			
Owen Davis	X			
Anthony Kalvans	X			
Raynette Gregory				X

8. Fire Department Temporary Housing Unit (Young)

Continue discussion on the process required to provide a Temporary Fire Department Staffing Housing Unit including space for a Sheriff's Beat Station.

Fire Chief Scott Young submitted report as written, and updated the Board of Directors that this project went before the San Miguel Advisory Counsel on 1/25/2023, and was approved. Chief Young also thanked the Board of Directors for running effective meetings.

Board Comment: Director Kalvans asked what is next? Chief Young explained that he thinks that the presentation to the Advisory Counsel was just a placeholder to satisfy the Minor Use Permit component for this project. The project is currently with the San Luis Obispo Planning Department. Discussion Ensued.

Public Comment: Ashley Sangster, San Miguel Resident spoke about cost associated with the Housing unit, he feels that all the cost are not laid out.

Director Smiley asked Chief Young if he had a cost for the land included. Chief Young explained that the property lease is approximately five-thousand a year, and that the structure has had a 50% deposit put on it. Discussion ensued about the escrow account.

9. Fire Department Code Enforcement Violation (Young)

Proceed with the correctional measures to resolve the Code Enforcement Notice of Violation for the existing conditions at the San Miguel Fire Station.

Fire Chief Scott Young submitted report as written. Chief Young explained that the demolition was performed on January 16th thru 18th, and inspector for County has approved, but will need to do a final inspection once everything is buttoned up. Discussion ensued on what still needs to be done.

Board Comment: None

Public Comment: None

11. Board Comment:

Director Davis asked about the cost to build up the Temporary Housing Unit land, and feels that it will need a lot of dirt. Discussion on trees and grading plan ensued.

Director Smiley asked the District to look into Community Organizations Monuments to be put up at the San Miguel Gateway signs. This would help the community know that these organizations exist in San Miguel.

Director Kalvans agreed with Community Organizations Monument, and lighting at the San Miguel Gateway signs.

Consensus of the Board is to look into the Community Organizations Monument signs. Director Kalvans asked to agendize and item to recognize the SMFD, National Guard, and Community Member Pastor Mike.

Director Kalvans voiced the CSDA training dates, and scholarships are available.

CSDA's Special Leadership Academy is 2-26-2023 to 3-1-2023 in Palm Springs and October 22-25 in Santa Rosa.

12. Adjourn to Closed Session/Closed Session Agenda:

Public Comment: None

7:30 P.M.

1.

CONFERENCE WITH LABOR NEGOTIATORS

Agency designated representatives: Kelly Dodds, General Manager - Douglas L. White, General Counsel

Unrepresented Employee: Board Clerk/ Account Manager

Discussion

2. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

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

Discussion

13. Report out of Closed Session:

8:14 PM

Direction was given to Staff

14. Adjournment to Next Regular Meeting February 23rd 2023:

Adjourned at 8:15 PM