



BOARD OF DIRECTORS

Raynette Gregory, President Anthony Kalvans, Vice-President
 Ward Roney, Director Hector Palafox, Director Vacancy, Director

SPECIAL MEETING MINUTES

**7:00 P.M. Opened Session Closed Session to follow
 601 12th Street 11-17-2022**

1. Call to Order:

7:00pm

2. Roll Call: *Raynette Gregory, Anthony Kalvans, Hector Palafox*

ABSENT: *Ward Roney*

3. Approval of Special Meeting Agenda:

Motion By: Anthony Kalvans

Second By: Raynette Gregory

Motion: To Approve

Board Members	Ayes	Noes	Abstain	Absent
Anthony Kalvans	X			
Hector Palafox	X			
Raynette Gregory	X			
Ward Roney				X

4. Call to Order for Special Meeting/Pledge of Allegiance:

7:02pm

5. Public Comment and Communications for items not on the agenda:

Owen Davis San Miguel Resident, remarked on having the flags up for Veterans Day and thanked the SMFA.

6. Special Presentations/Public

Hearings/Other: None

7. Non-District Reports:

1. San Luis Obispo County Organizations

Verbal/Report

Deputy Norris gave a verbal report on the activities for October 2022 for calls for service. The total call for service for Sheriff was 2257 for the year to date and last year was 1681, and San Miguel this year is 1221 and last year was 168.

Board Comment: Director Kalvans asked about San Miguel's last year's low calls cause? Deputy Norris voiced that it is hard to say, pandemic really fluctuated the 'norm'.

Public Comment: None

2. Camp Roberts—Army National Guard

Verbal

None

3. Community Service Organizations

Verbal

Scott Young, President of the San Miguel Firefighters Association (SMFA), participated in the Burn Relay and donated \$1500.00 to the Alisha Ann Burn Foundation. SMFA did a Mission Street clean up on October 25th. The SMFA participated in two Trunk or Treats for Halloween. Mr. Young thanked Mr. Davis for the kind words on the flags, and voiced that the SMFA is looking for donations for new flags. Collecting toys for the San Miguel Santa Visit has started and Parade will be on 12/17/2022.

Board Comment: Director Kalvans asked about the start time of the parade? 6:00pm. Director Gregory asked for the number of children that got to meet Santa at the last years event? Mr. Young explained that there were around 250 kids in 2021 and 200 kids in 2020. Director Kalvans voiced that San Miguel resident Jene Hoffman passed away and was a long time participant in San Miguel. Her memorial will be on Saturday the 19th at 2:00pm and family asked in lieu of flowers, she would like donations to the Native Daughters. Director Kalvans voiced that the San Miguel Lions Club will be bringing Santa to the Lillian Larsen Elementary School again this year.

Public Comment: None

8. Staff & Committee Reports - Receive & File:

1. General Manager

Receive Verbal report

General Manager Kelly Dodds gave a verbal report updating the Board of Directors that the District is participating in the "Season of Hope" food donation and that the donation box is at the District office. General Manager Dodds voiced that the Districts insurance company sent a letter that the District received a 1% Discount in rates due to not having any payable claims. Tamara Parent, Board Clerk just got back from the CSDA Board Secretary/Clerk Conference, and received her Advanced Board Clerk Certificate, this conference was paid for by a SDLA scholarship. The two new Board Members went through their first training today with Counsel White and future training is being planned.

Board Comment: None

Public Comment: None

2. District Counsel

Receive Verbal report

District General Counsel Doug White gave a verbal report about the new Board Member training.

Board Comment: None

Public Comment: None

3. District Utilities

Receive and File

General Manager Kelly Dodds, submitted report as written and asked for any questions.

Board Comment: Director Gregory asked if the Smoke Testing had been completed and what the results from that? Mr. Dodds explained that he is waiting on the results from the California Rural Water Association that performed the test and will update the Board of Directors when he has the final report.

Director Kalvans asked about the change in the Paso Groundwater Basin being changed from severe overdraft to critical. Mr. Dodds explained that he will need to look at this information and bring back an answer at next meeting, after he reviews the information. Discussion ensued if that would help with grant funding for San Miguel.

Public Comment: None

4. Fire Chief Report

Receive and File

Fire Chief Scott Young submitted report as written and gave stats with call volume in October were 22 calls for service, and explained that he will be using reports from the Departments Emergency Reporting System moving forward. Chief Young voiced that he has submitted all the documents for the FEPP program, to find surplus property, and actively pursuing the 2022-23 SAFER grant for personnel. The Department has also been working with Lexapol for grant writing purposes, and Department policies and procedures. The Department has also been working with Counsel White for the San Miguel Firefighter Job Description.

Board Comment: Director Kalvans asked the difference between a Good Intent Calls vs False Alarm call difference? Chief Young discussed the difference.

Public Comment: None

9. Consent Calendar:

Board Comment: None

Public Comment: None

Motion By: Hector Palafox

Second By: Anthony Kalvans

Motion: To Approve

Board Members	Ayes	Noes	Abstain	Absent
---------------	------	------	---------	--------

Anthony Kalvans	X			
Hector Palafox	X			
Raynette Gregory	X			
Ward Roney				X

1. **Authorize the General Manager to act as authorized representative for Clean Water State Revolving Fund Grants for the Machado Wastewater Treatment Facility** Approve RESOLUTION 2022-49 (Revised) authorizing the General Manager, Kelly Dodds to act as authorized representative for Clean Water State Revolving Fund Grants for the Machado Wastewater Treatment Facility
2. **Authorize the General Manager to act as authorized representative for Clean Water State Revolving Fund Grants for the Sanitary Sewer lining and rehabilitation project** Approve RESOLUTION 2022-59 authorizing the General Manager, Kelly Dodds to act as authorized representative for Clean Water State Revolving Fund Grants for the Sanitary Sewer lining and rehabilitation project

10. Board Action Items:

1. Financial Reports - October 2022

Review, Discuss and Receive the Enumeration of Financial Reports for October 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, updated the Board of Directors on the October 2022 Financial reports and reminded the Board that they are just receiving the information until after the Audit, because there will be journal entries that will affect the reports.

Board Comment: Director Gregory asked about the property sales and asked the location, 1225 Mission Street purchased by Wyrick.

Director Kalvans asked about the redacted lines in the financial reports. Mrs. Hido explained it was per direction from District Counsel.

Director Gregory asked for more information and Counsel White informed the Board of Directors that it is "non-disclosable information" under the public records act. Mr. White gave examples as ongoing litigation and/or human resources.

Public Comment: None

2. 2022 Local Agency Formation Commission (LAFCO) Municipal Services Review (MSR) Sphere of Influence (SOI) Questionnaire.

Review the attached LAFCO MSR / SOI questionnaire and supporting documentation.

Item was presented by Fire Chief Scott Young, as the Representation for LAFCO LAFCO is required to do a SOI /MSR review every 5 years. The District is overdue by no fault of the District, LAFCO has been behind. Mr. Young voiced that he and Retired Fire Chief Rob Roberson attended a meeting with LAFCO regarding the District. The packet includes a Draft Summary of the direction of the Fire Department and the Fire District, Discussion ensued.

Board Comment: Director Kalvans voiced that LAFCO fascinates him and voiced that he had some comments that he thinks would improve the MSR report voicing his comments that he would like to have incorporated and he will be forwarding them to Mr. Young. Discussion ensued.

San Miguel Resident, Owen Davis called "point of order" and asked that Director Kalvans stays within his allotted five minutes.

Director Kalvans wrapped up his thoughts and explained how important LAFCO's SOI/MSR was, due to them having the ability to take tax moneys away or disburse other tax monies to the District.

Director Palafox voiced that he was glad we have a Master Plan completed to be used. Public Comment: None

3. Actuary report for Fire Safety category with CalPERS for Fire Department personnel.

Review and discuss the actuary for the potential future cost of creating the safety classification under the current contract with CalPERS.

General Manager Kelly Dodds presented the item and explained that this is required additional information from last months meeting. The additional document from CalPERS is identifying the additional cost for the Safety Position. No action is being requested, just information for the Board and does not change the position of the District.

Board Comment: None

Public Comment: None

4. Fire Department Code Enforcement Violation

Continue discussion on the correctional measures to resolve the Code Enforcement Notice of Violation for the existing conditions at the San Miguel Fire Station

Fire Chief Young presented the item and voiced that he is continuing to work on the project. The building department has a Correction list and Nick, the Architect that is being used as part of the design team, is reviewing the list and working with the Fire Department.

Board Comment: Director Gregory asked about the Minor use permit, and explained that this was for next item.

Public Comment: None

5. Fire Department Temporary Housing Unit

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 Young presented this item and asked for questions. Mr. Young answered Director Gregory's question about the Minor Use Permit fees was around \$8,100 and submitted with a fee waiver, and \$5,000 was approved, but it was applied to the demolition permit. Discussion ensued about the escrow account that will reimburse the credit card used. Discussion on the timeline ensued, and that construction documents were submitted.

Board Comment: Director Kalvans asked if the project needed to go through the Advisory Committee? Chief Young was not aware but could be part of the process, but would update the Directors as he finds out. Director Kalvans thanked Mr. Young for working on this for

the community.

Director Gregory asked about incorporating the tree trimming into this project. Chief Young voiced that the trees are in the County's " Right of Way", and explained that he has called the county and asked for the trees to be trimmed but the County has not come out, but feels that in all due time it will be a safety issue. Director Gregory asked about the length of the process so far. Chief Young explained that he has been working on this for over a year, and hopes the permit process will be done by April/May of 2023

Public Comment: None

11. Board Comment:

Director Kalvans asked if the Master Plan was incorporated into the Strategic Plan? General Manager Kelly Dodds explained that it was not explicitly listed but the District is moving forward on adding a Lighting/Landscaping into the Master Plan as expressed by Board directive. Director Kalvans also asking about more positive media posts, liked the FB posts and voiced that he feels that it is important to show that the Staff and Board are working to support the community.

12. Adjourn to Closed Session/Closed Session Agenda::

Public Comment on Closed session Agenda: None

7:52 PM Adjourn to Closed Session.

1.

CONFERENCE WITH LABOR NEGOTIATORS

Agency designated representative: Kelly Dodds, General Manager / Douglas L. White, General Counsel

Represented Employee union: San Miguel Employee Association (SMEA)

Discussion

2.

CONFERENCE WITH LABOR NEGOTIATORS

Agency designated representative: Douglas L. White, General Counsel

Unrepresented Employee: General Manager

Discussion

3. 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:

Direction was given to staff

14. Adjournment to Next Regular Meeting:

10:08 PM

Next Meeting is December 15th, 2022