



SPALDING COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

TELEPHONIC
REGULAR MEETING AGENDA
JULY 17, 2020
3:00 PM

MEMBERS OF THE BOARD
MIKE ARNOLD, BOARD CHAIR
TED THOMAS, BOARD VICE CHAIR
LARRY DOSS, DIRECTOR
ED LAWSON, DIRECTOR
DARREN READ, DIRECTOR

MEETING ACCESS:
PURSUANT TO GOVERNOR'S ORDER N-29-20
THIS MEETING WILL BE CONDUCTED VIA TELECONFERENCE
THE PUBLIC MAY ELECTRONICALLY ATTEND THE MEETING
VIA TELEPHONE: (701)779-9724
VIA WEB: [HTTP://JOIN.FREECONFERENCECALL.COM/EAGLELAKESCS](http://join.freeconferencecall.com/eaglelakescsd)
ONLINE MEETING ID: EAGLELAKESCS

Welcome to the SCSD Board Meeting! Members of the public may provide public comment on any item on the Board's agenda. A person seeking to address the Board may submit their comments via email to generalmanager@spaldingcsd.org or via telephone at 530-825-3258 at least two hours prior to the start of the meeting. The Board Secretary will read all timely received comments during the board meeting. If your comment is directed to a particular agenda item, please note the item number in your email. Public comments are limited to five (5) minutes, unless the Chairperson of the Board grants a longer period of time. A group representative addressing the Board is limited to fifteen (15) minutes, or longer, as the Chairperson deems necessary. Comments by members of the public on an item that appears on the agenda will only be allowed during consideration of the item by the Board.

THIS MEETING IS BEING HELD IN ACCORDANCE WITH THE BROWN ACT AS CURRENTLY IN EFFECT UNDER THE STATE EMERGENCY SERVICES ACT, THE GOVERNOR'S EMERGENCY DECLARATIONS RELATED TO COVID-19, AND THE GOVERNOR'S EXECUTIVE ORDER N-29-20 ISSUED ON MARCH 17, 2020 THAT ALLOWS ATTENDANCE BY MEMBERS OF THE DISTRICT, DISTRICT STAFF, AND THE PUBLIC TO PARTICIPATE AND CONDUCT THE MEETING BY TELECONFERENCE, VIDEOCONFERENCE, OR BOTH.

PUBLIC COMMENTS ON AGENDIZED ITEMS MAY BE SUBMITTED VIA EMAIL TO GENERALMANAGER@SPALDINGCSD.ORG OR VIA TELEPHONE AT 530-825-3258 AT LEAST TWO HOURS PRIOR TO THE START OF THE MEETING.

CALL TO ORDER

ROLL CALL

___ Mike Arnold

___ Ted Thomas

___ Larry Doss

___ Ed Lawson

___ Darren Read

1. **PLEDGE OF ALLEGIANCE**
2. **APPROVAL OF THE AGENDA**
3. **FIRE CHIEF REPORT TO BOARD**
 - a. Staff Report Attached (Chief Spediacci)
4. **PUBLIC COMMENT** – Any person may submit a comment on any topic that is not listed on this agenda via email at generalmanager@spaldingcsd.org or via telephone at 530-825-3258 at least two hours prior to the start of the meeting. Please note, any topic that requires action will be referred to staff for a report and action at a subsequent meeting. Please wait to speak to items listed on the agenda until their time for discussion. Presentations are subject to a five-minute limit.
5. **APPROVAL OF MINUTES**
 - a. Submitted for approval are the minutes from the June 19, 2020 Board of Directors meeting.

Action requested – APPROVE BOARD MINUTES FOR JUNE 19, 2020, AND AUTHORIZE THE BOARD MEMBERS PRESENT TO SIGN
6. **CONSENT CALENDAR**

All matters listed under the Consent Calendar are considered to be routine by the Board of Directors. There will be no separate discussion on these items. Any member of the public or the Board of Directors may request removal of an item from the consent calendar to be considered separately.

None
7. **PUBLIC HEARINGS**
 - a. A Public Hearing will be held on Friday, July 30, 2020 at 3:00 p.m. for public input on the District’s Fiscal Budget for year 2020-2021. This meeting will be held in accordance with the Brown Act as currently in effect under the State Emergency Services Act, The Governor’s Emergency Declarations related to COVID-19, and the Governor’s Executive Order N-29-20 issued on March 17, 2020 that allows attendance by members of the District, District Staff, and the Public to participate and conduct the meeting by teleconference, videoconference or both. This meeting will be conducted via teleconference.
8. **BOARD MEMBER / COMMITTEE REPORTS / BOARD MEMBER COMMENTS**

(Pursuant to California State law, the Board is prohibited from taking action on any item not listed on the agenda)

 - a. General Manager Update (Board Member Read)
 - b. Green Waste Pile Update (Board Member Arnold)
 - c. FEMA Road Repair Update (Board Member Thomas)

9. **NEW BUSINESS**

- a. **Adopt Resolution 2020-2 Ordering An Election, Requesting County Elections To Conduct the Election And Requesting Consolidation – See attached resolution**

Action requested – ADOPT RESOLUTION 2020-2 ORDERING AN ELECTION, REQUESTING COUNTY ELECTIONS TO CONDUCT THE ELECTION AND REQUESTING CONSOLIDATION AND AUTHORIZE THE BOARD MEMBERS PRESENT TO SIGN

- b. **Consider approval of a permanent barrier in back of the district office.**

Action requested – APPROVE A PERMANENT BARRIER IN BACK OF THE DISTRICT OFFICE.

10. **CONTINUING BUSINESS**

- a. **Fee Study Update**

11. **CLOSED SESSION**

None

12. **ADJOURN**

Next regular meeting is scheduled for August 21, 2020 at 3:00 p.m.

Information and Procedures Concerning the Agenda and Board of Directors Meetings

Meeting Information:

Meetings are generally held the third Friday of each month. Meetings start at 3:00 p.m. and are held in the Eagle Lake Community Center, 502-907 Mahogany Way, Susanville. At the end of each year the Board adopts a meeting schedule for the upcoming year. Meeting dates can be changed as a result of holidays or other events so please check the meeting calendar to be certain. Copies of the adopted meeting calendar for the year are available in the District Office or on the District's website.

Agenda Information:

The agenda for every meeting of the Board is posted in front of the District Office at least 72 hours before each meeting (24 hours before a special meeting) and is also available on the District's website. A copy of the agenda and supporting materials provided to the Board of Directors members to explain each agenda item (excluding documents that are not a public record within the meaning of the Public Records Act) are available for your review at the District Office (please do not remove items from these files), and on the District website. Copies of supporting materials can be made for you at a charge to cover costs.

Agenda Format and Meeting Order:

The agenda is usually organized into the following areas and meetings generally proceed in the following order:

1. **Pledge of Allegiance.**
2. **Approval of Agenda.**
3. **General Manger Report to Board.**
4. **Fire Chief Report to Board.**
5. **Public Comment:** this is the area of the agenda where members of the audience may address the Board on any matter not listed on the agenda. The Board, by law, cannot take action on any matter not listed on the agenda, but may respond to statements or questions and provide staff direction. Pursuant to Governor's Order N-29-20, public comments may be submitted via email to generalmanager@spaldingcsd.org or via telephone at 530-825-3258 at least two hours prior to the start of the meeting.
6. **Approval of Minutes:** this is the time for the board to approve the minutes from the previous board meeting.
7. **Consent Calendar:** these are items that are considered routine and are handled by one motion and vote of the Board. If you wish to discuss any item on the Consent Agenda you can either fill out a speaker card (located in the back of the board room) and give it to the Clerk of the Board (sitting to the left of the Board) or, when the Chair asks

if there is anything anyone would like to remove from the Consent Agenda, stand and approach the podium and request the item be removed. The removed items are discussed at separately.

8. **Public Hearing and Timed Items:** this is where items that are required by law to be heard as a public hearing are set. This is the section where appeals before the Board are usually discussed. Hearings may start after the time listed, but will never start before the time listed.
9. **Board Members Reports / Committee Reports:** this is where board members can speak on any conferences, workshops, meetings or other activities SCSD General Interest including AB1234 travel reports.
10. **New Business:** this is where presentations to the Board and items that require full discussion are heard.
11. **Continuing Business:** this is where staff and board can engage on business matters on-going or previously heard.
12. **General Managers Report:** this is where the GM informs the board on any current activity or situation occurring in the district.
13. **Closed Session:** The Board is authorized, by law, to meet in a closed session in certain circumstances. This area of the agenda identifies those items that will be discussed during the closed session.
14. **ADJOURNMENT:** this is the time that the board conclude the current meeting and sets the date, time and location for the following special or regular scheduled board meeting.

Public Participation:

It is the policy of the Board of Directors, and a requirement of the California Open Meetings Law, to allow members of the public the opportunity to comment on all matters before the Board. Public participation is limited to matters within the subject matter jurisdiction of the Board pursuant to Government Code Section 54954.3. The Board has adopted policy and procedures to facilitate the meeting process and conduct.

The Board of Directors is committed to making its proceedings accessible to all citizens. Individuals with special needs should call the District Office at 530.825.3258, Tuesday through Friday, 9:30 a.m. to 3:30 p.m. to request disability-related modifications/accommodations or to request materials in alternate formats. All requests for special accommodations and/or alternative format documents should be made 48 hours prior to the meeting to ensure adequate time to provide the requested accommodation. ***All accommodation requests will be processed swiftly and resolving any doubt in favor of accessibility.***

I, Michael Arnold, certify that I caused to be posted notice of regular meeting scheduled for July 17, 2020 on Tuesday, July 14, 202 based on current requirements related to COVID-19

AGENDA ITEM 3A

Motion Only
 Public Hearing
 Resolution
 Ordinance
 Information

Action Date: July 17, 2020

BOARD OF DIRECTORS AGNDA ITEM

SUBJECT: Fire Chief's Report

PRESENTED BY: Cliff Spediacci, Fire Chief

SUMMARY: The Fire Department responded to 7 calls in June.

Chief Spediacci wants to publicly thank the people that donated \$550.00 on the 4th of July and the generous donation of \$2,000.00 from a community member. For a grand total of \$2,550 for the month of July.

ACTION REQUESTED: Information Only

**SPALDING COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
June 19, 2020**

APPROVED BY DIRECTORS:

**MEETING ACCESS: EAGLE LAKE COMMUNITY CENTER, SPALDING (WITH LIMITED SEATING);
THE MEETING WAS ALSO CONDUCTED VIA TELECONFERENCE; THE PUBIC COULD
ELECTRONICALLY ATTEND THE MEETING VIA TELEPHONE: (707) 779-9724**

**BOARD MEMBERS/STAFF PRESENT: MIKE ARNOLD, CHAIRPERSON, TED THOMAS, VICE-
CHAIRPERSON, LARRY DOSS, DARREN READ (BY PHONE), ED LAWSON**

MEETING CALLED TO ORDER BY Mike Arnold at 3:02 p.m.

1. PLEDGE OF ALLEGIANCE

2. APPROVAL OF THE AGENDA

Motion: Approve the agenda.

First: Larry Doss

Second: Ted Thomas

**Roll Call: Larry Doss – yes; Darren Read – yes; Mike Arnold – yes; Ted Thomas – yes;
Ed Lawson - yes**

3. GENERAL MANAGER'S REPORT TO THE BOARD

General Manager, Mike Wilson, was terminated as of today at 3:00 p.m. per Mr. Wilson's request. Mr. Arnold read an email from Mr. Wilson explaining why which is available at the district office by request.

4. FIRE CHIEF'S REPORT TO THE BOARD

Available on line under Board Meeting June 19, 2020 Agenda or by request at the district office.

5. PUBLIC COMMENT

Two public comments were read by Mr. Arnold.

The meeting was adjourned at 3:21 so the lawyer could be contacted regarding whether unsigned public comments should be read to the public. The meeting was called to order at 3:22. The lawyer confirmed that unsigned public comments can be read to the public.

6. APPROVAL OF MINUTES

There was public comment about the wording used in item 13b: General Manager's Report – Green Waste Pile. Mr. Arnold requested the wording be changed to reflect the situation more accurately.

Motion: Approve the May 15, 2020 minutes with the changes.

First: Ted Thomas

Second: Mike Arnold

**Roll Call: Mike Arnold – yes; Darren Read – yes; Ted Thomas – yes; Ed Lawson - yes
Larry Doss – abstained (he was not present at the May meeting)**

8. CONSENT AGENDA

There were no items on the consent agenda.

9. **PUBLIC HEARING**

There were no public hearings.

10. **BOARD MEMBER / COMMITTEE REPORTS / BOARD MEMBER COMMENTS**

* Ted Thomas reported that there is no update regarding the remaining money in the FEMA road grant.

* Mike Arnold reported that the green waste pile has almost been completely removed. The district received no citation from Air Quality Control and they are happy with the removal progress.

11. **NEW BUSINESS**

a. Consider Approval of contract with Robert W. Johnson, CPA for annual audit service scheduled for June 30, 2020 for an amount not to exceed \$8,000.00.

Motion: Approve contract with Robert W. Johnson, CPA for the 2020 annual audit service for an amount not to exceed \$8,000.00

First: Ted Thomas

Second: Ed Lawson

Roll Call: Larry Doss – yes; Darren Read – yes; Mike Arnold - yes; Ted Thomas – yes; Ed Lawson – yes

b. Consider adoption of preliminary budget that conforms with generally accepted accounting and budgeting procedures for special districts pursuant to California Government Code 61110 (a), (b). Schedule Public Hearing for the July regular Board of Directors meeting pursuant to California Government Code 61110 (c)-(e)

Motion: Adopt the preliminary budget, hold the Public Hearing on the budget on Friday, July 31, 2020 at 3:00 p.m.

First: Ted Thomas

Second: Mike Arnold

Roll Call: Larry Doss – yes; Darren Read – yes; Mike Arnold - yes; Ted Thomas – yes; Ed Lawson – yes

c. Consider dissolution of the Weed Abatement Commission.

Motion: Dissolve the Weed Abatement Commission

First: Larry Doss

Second: Ed Lawson

Roll Call: Larry Doss – yes; Darren Read – yes; Mike Arnold - yes; Ted Thomas – yes; Ed Lawson – yes

d. Consider Amendment to Policy #4040.4 Duties of the Board Chairperson

Two public comment were read and are available at the district office by request.

Motion: Approve the amendment to Policy #4040.4 Duties of the Board Chairperson

First: Mike Arnold

Second: Larry Doss

Roll Call: Larry Doss – yes; Darren Read – yes; Mike Arnold - yes; Ted Thomas – yes; Ed Lawson – yes

12. **CONTINUING BUSINESS**

There was no continuing business.

13. **GENERAL MANAGER'S REPORT**

There was no General Manager's report.

14. **CLOSED SESSION**

Open meeting was adjourned at 3:52 p.m. and the Board met in closed session to discuss Public Employment – pursuant to Government CODE 54957: General Manager

The Open meeting was called to order at 4:52 with nothing to report from closed session.

ADJOURN

The meeting was adjourned at 4:54

The next regular meeting scheduled for July 17, 2020 at 3:00pm

Respectfully submitted by: Sharon Moats

AGENDA ITEM 3A

Motion Only
 Public Hearing
 Resolution
 Ordinance
 Information

Action Date: July 17, 2020

BOARD OF DIRECTORS AGENDA ITEM

SUBJECT: Resolution 2020-2: Resolution Ordering an Election, Requesting County Elections to Conduct the Election and Requesting Consolidation

SUMMARY: A resolution by the Board of Directors is necessary to be filed with the Board of Supervisors of the County of Lassen and the Lassen County Elections Department whenever an election is called for to fill a Board of Director position. This resolution requests the election be held and consolidated with the statewide election on November 3, 2020. This year Spalding Community Service District has two full term Board positions (Thomas & Doss) expiring in December 2020.

FISCAL IMPACT: The District will be responsible for any cost associated with the election. There has been no cost to the district in the past.

ACTION REQUESTED: By motion adopt Resolution 2020-2: Resolution Ordering an Election, Requesting County Elections to Conduct the Election and Requesting Consolidation

**RESOLUTION NO. 2020-2
JULY 17, 2020**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SPALDING COMMUNITY SERVICES DISTRICT
ORDERING AN ELECTION, REQUESTING COUNTY
ELECTIONS TO CONDUCE THE ELECTION AND
REQUESTING CONSOLIDATION OF THE ELECTION.**

WHEREAS, pursuant to Elections Code 10002, the governing body of any city or district may, by resolution, request the Board of Supervisors of the county to permit the county elections official to render specified services to the city of district relating to the conduct of an election; and

WHEREAS, the resolution of the governing body of the city or district shall specify the services requested; and

WHEREAS, pursuant to Elections Code 10002, the city or district shall reimburse the county in full for the services performed upon presentation of a bill to the city or district; and

WHEREAS, pursuant to Elections Code 10400, whenever two or more elections including bond elections, of any legislative or congressional district, public district, city, county, or other political subdivision are called to be held on the same day, in the same territory, or in territory that is in part the same, they may be consolidated upon the order of the governing body or bodies or officer or officers calling the elections; and

WHEREAS, pursuant to Elections Code 10400 such election for cities and special districts may be either completely or partially consolidated; and

WHEREAS, pursuant to Elections Code 10403, whenever an election called by a district, city or other political subdivision for the submission of any question, proposition, or office to be filled is to be consolidated with a statewide election, and the question, proposition, or office to be filled is to appear upon the same ballot as that provided for that statewide election, the district, city or other political subdivision shall, at least 88 days prior to the date of the election, file with the board of supervisors, and a copy with the elections official, a resolution of its governing board requesting the consolidation, and setting forth the exact form of any question, proposition, or office to be voted upon at the election, as it is to appear on the ballot. Upon such request, the Board of Supervisors may order the consolidation; and

WHEREAS, the resolution requesting the consolidation shall be adopted and filed at the same time as the adoption of the ordinance, resolution, or order calling the election; and

WHEREAS, various district, county, state and other political subdivision elections may be or have been called to be held on **November 3, 2020**; a

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the governing body of the Spalding Community Service District hereby orders an election be called and consolidated with any and all elections also called to be held on **November 3, 2020**, insofar as said elections are to be held in the same territory or in territory that is in part the same as the territory of the Lassen

County, State of California, requests the Board of Supervisors of the County of Lassen to order such consolidation under Election Code 10401 and 10403.

BE IT FURTHER RESOLVED AND ORDERED that said governing body hereby requests the Board of Supervisors permit the Lassen County Elections Department to provide any and all services necessary for conducting the election and agrees to pay for said services, and

BE IT FURTHER RESOLVED AND ORDERED that the Lassen County Elections Department conduct the election for the following offices on the **November 3, 2020**, ballot

2 Full Terms (Thomas & Doss)

Expiring 12/4/2020

PASSED, APPROVED and ADOPTED this 17th day of July, 2020, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

APPROVED:

Secretary

Chairman of said Governing Board

NOTICE OF ELECTIVE OFFICES TO BE FILLED

in Spalding Co District
(Name of District)

TO THE COUNTY CLERK:

You are hereby notified that at the next General District Election, to be held in the above district on:
November 3, 2020, the elective offices listed below are to be filled.
(Date)

Please list the board members whose terms end this year. Please indicate whether they were elected or appointed to the board.


Board Members with terms ending this year:	Indicate Elected (E) or Appointed (A)
Harry Doss	E
Ted Thomas	E
ED Lawson (ST)	A

Please list board members whose terms do not end this year and indicate whether they were elected or appointed. (Please Note: If board member(s) was appointed by the District's Board of Directors since the last election, the member(s) will have to run at this election for the remaining 2 years of their term.)

Board Members with terms ending in two years:	Indicate Elected (E) or Appointed (A)
Mike Arnold	E
Darren Read	E

The _____ District
(Name of District)

- Will Pay for the Candidate's Statement of Qualifications.
- Will **not** pay for the Candidate's Statement of Qualifications.
- Boundaries have changed prior to **June 26, 2020**, the 130th day prior to this election. New maps are attached to this Specification.
- Boundaries have **not** changed. Use maps presently on file in your office.

07-09-2020
 Date

 Signature of Secretary

(District Seal)

Please sign and seal this form with your district seal, then return it to the County Clerk by July 1, 2020.

On the 125th day prior to the day fixed for the general district election, the secretary shall deliver a notice to the county elections official bearing the secretary's signature and the district seal. (Election Code Section 10509)

At least 125 days prior to the day fixed for the general district election the secretary of a resident voting district, or landowner voting district, shall deliver to the county elections official of each affected county a map showing the boundaries of the district and the boundaries of the divisions of the district, if any, within that county and a statement indicating in which divisions a director is to be elected and whether any elective officer is to be elected at large at the next general district election. (Election Code Sections 10522 & 10524)

AGENDA ITEM 3A

Motion Only
 Public Hearing
 Resolution
 Ordinance
 Information

Submitted by: Ed Lawson, Board Member

Action Date: July 17, 2020

BOARD OF DIRECTORS AGENDA ITEM

SUBJECT: Consider a permanent barrier at the back of the district office

SUMMARY: Currently the district uses a rope between two collapsible sawhorses to keep people out. Mr. Lawson is requesting a permanent barrier be erected.

FISCAL IMPACT: TBD

ACTION REQUESTED: By motion approve a permanent barrier behind the district office.