



SPALDING COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

MEETING AGENDA
NOVEMBER 19, 2021
3:00 PM

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

MEETING LOCATIONS:
EAGLE LAKE COMMUNITY CENTER
502-907 MAHOGANY WAY, SUSANVILLE, CA 96130
530-825-3258
WELCOME TO THE SCSD BOARD MEETING- PLEASE SIGN IN

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.

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

___ Ron LoBue

PLEDGE OF ALLEGIANCE

1. APPROVAL OF THE AGENDA

2. STAFF REPORT

a. Function of Solar Panels

b. Marina Account Reconciliation

3. **GENERAL MANAGER REPORT** None
4. **FIRE CHIEF REPORT TO BOARD**
5. **PUBLIC COMMENT** – Please wait to speak to items listed on the agenda until their time for discussion. Presentations are subject to a five-minute limit.
6. **APPROVAL OF MINUTES**
 - a. Submitted for approval are the minutes from the October 15, 2021 Board of Directors meeting.
 - b. Submitted for approval are the minutes from the October 22, 2021 Special Board Meeting
7. **CONSENT CALENDAR**
 - a. Monthly expenditures report.
8. **PUBLIC HEARINGS**

None
9. **BOARD MEMBER REPORTS / BOARD MEMBER COMMENTS**
 - a. Ed Lawson – Report on Green Waste Collection.
 - b. Recruitment / Retention Committee Report.
10. **NEW BUSINESS**
 - a. Develop, for approval by the Board, a Time Sheet for property owners to record time spent reducing fire fuel on their property to be submitted and included in Fire Wise Funding Requests.
 - b. Discuss and approve cancellation of December 2021 Board Meeting due to Holidays.
11. **CONTINUING BUSINESS**
 - a. Accounting report for Kitchen Up-Grade Donations.
 - b. Review of Sewer Bond Delinquency Report.
12. **ADJOURN**

Next regular meeting is scheduled for January 21, 2022 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 Manager 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 SCSO 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.**

**SPALDING COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
October 15th, 2021**

APPROVED BY DIRECTORS:

**MEETING ACCESS: EAGLE LAKE COMMUNITY CENTER, SPALDING (WITH LIMITED SEATING);
THE MEETING WAS ALSO CONDUCTED VIA TELECONFERENCE;**

**BOARD MEMBERS/STAFF PRESENT: MIKE ARNOLD, CHAIRPERSON, TED THOMAS, VICE-
CHAIRPERSON, LARRY DOSS, ED LAWSON**

MEETING CALLED TO ORDER BY Mike Arnold at 3:00 p.m.

1. PLEDGE OF ALLEGIANCE

2. APPROVAL OF THE AGENDA

Motion: Approve the agenda

First: Mike Arnold

Second: Ed Lawson

Roll Call: Larry Doss – Yes; Mike Arnold – Yes; Ted Thomas – Yes; Ed Lawson – Yes

3. Staff Report: Linda Hembree reported, we spoke with Monty at Almanor Energy, there is only one panel out and he is watching the others. Everything seems to be in slow motion.

4. FIRE CHIEF'S REPORT TO THE BOARD

We had 6 call for September.

Cliff reported on a grant the receive for a back up Jaws of Life

Ed and Cliff reported that the Fire Wise report is expected in 60 days.

5. PUBLIC COMMENT

Mike Arnold read Dan James letter. (see Attached)

6. APPROVAL OF MINUTES:

Approval of Minutes for September 17th, 2021

1st Mike Arnold 2nd Ted Thomas

Mike Arnold- Yes; Ted Thomas – Yes; Larry Doss- Yes; Ed Lawson- Yes

7. CONSENT AGENDA Was reviewed

8. PUBLIC HEARING None

9. **BOARD MEMBERS REPORTS / BOARD MEMBERS COMMENTS/COMMITTEES:**

Ed Lawson reported that there would be a 3rd Green Waste. It was on Saturday from 9:00 to 3:00 or until full. Also, any information as to how many hours spent cleaning would be reported to Fire Wise and hopefully help to get more financing for the Green Waste.

Recrut/Retention: Chris Gallagher was on the phone. They have had 2 mtgs, looking at job description and policy and are continuing work on applicant rating form. Next meeting November 22nd 10:00 AM

Mike Arnold reported for information only of AB361 Amending the Brown Act, relaxing teleconferencing requirements.

10. **NEW BUSINESS:**

Interview of Possible new board member was continued for a Special Meeting on Oct 22, 2021 at 3:00.

Approval of Resolution 2021_10, Opening a repair and replace account at County to administer Bond Fund 2016 1

1st Mike Arnold 2nd Ted Thomas

Mike Arnold- Yes; Ted Thomas- Yes; Larry Doss- Yes; Ed Lawson- Yes

Approval of Resolution 2021_10 A, Regarding the payment for the Pond Hydrant Well Pump.

1st Ted Thomas 2nd Ed Lawson

Mike Arnold – Yes; Ted Thomas- Yes; Larry Doss- Yes; Ed Lawson- Yes

11. **CONTINUING BUSINESS:**

Consider for dissolution, Board Appointed Recruitment and Retention Committee. One board member resigned, and no others accepted.

1st Mike Arnold 2nd Larry Doss

Mike Arnold- Yes; Ted Thomas- Yes; Larry Doss- Yes; Ed Lawson- Yes

ADJOURN

The meeting was adjourned at 5:00 Motion by Ted Thomas, 2nd by Ed Lawson
Mike Arnold- Yes, Ted Thomas- Yes, Larry Doss- Yes, Ed Lawson- Yes.

The next regular meeting scheduled for November 19, 2021

Respectfully submitted by: Sharon Moats

**SPALDING COMMUNITY SERVICES DISTRICT
SPECIAL BOARD MEETING
October 22, 2021**

APPROVED BY DIRECTORS:

**MEETING ACCESS: EAGLE LAKE COMMUNITY CENTER, SPALDING (WITH LIMITED SEATING);
THE MEETING WAS ALSO CONDUCTED VIA TELECONFERENCE;
BOARD MEMBERS/STAFF PRESENT: MIKE ARNOLD, CHAIRPERSON, TED THOMAS, VICE-
CHAIRPERSON, LARRY DOSS, ED LAWSON**

MEETING CALLED TO ORDER BY Mike Arnold at 3:00 p.m.

PLEDGE OF ALLEGIANCE

1. APPROVAL OF THE AGENDA

Motion: Approve the agenda with Changes to say Special Meeting

First: Ted Thomas

Second: Ed Lawson

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

2. CONTINUING BUSINESS:

Consider voting on New Board Member Ronald LuBoe

First: Ed Lawson

Second: Ted Thomas

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

ADJOURN

The meeting was adjourned at 3:30 p.m.

The next regular meeting scheduled for November 19, 2021

Respectfully submitted by: Sharon Moats

11:12 AM

Spalding Community Services District General Ledger As of November 17, 2021

11/16/21

Accrual Basis

Type	Date	Num	Name	Memo	Split	Amount	Balance	
1 - Checking at Lassen County							86,713.11	
1.225 · 225 Fire - Cash Account							-12,059.71	
1.227 · 227 Sewer - Main Cash Account							99,594.67	
Deposit	10/15/2021			Deposit	-SPLIT-	9,242.80	108,837.47	
Payment	10/15/2021	DP147...	Aubrey, Randall D/Va...		1110 · Account...	300.00	109,137.47	
Payment	10/20/2021	DP147...	Chandler, Thomas & ...		1110 · Account...	300.00	109,437.47	
Payment	10/20/2021	DP147...	Harrison, Richard & J...		1110 · Account...	1,443.10	110,880.57	
Payment	10/20/2021	DP147...	Mahe Family Trust (2...		1110 · Account...	78.00	110,958.57	
Payment	10/20/2021	DP147...	Witt, Terry 411-20		1110 · Account...	200.00	111,158.57	
Deposit	10/20/2021			Deposit	-SPLIT-	6,442.80	117,601.37	
Deposit	10/20/2021			Deposit	1299 · Undepos...	10.00	117,611.37	
Deposit	10/20/2021			Deposit	1299 · Undepos...	78.00	117,689.37	
Check	10/20/2021	121441	UMPQUA Bank	September billi...	-SPLIT-	-1,429.70	116,259.67	
Check	10/20/2021	121442	Mary Cheek CPA	Aug. and Sept....	-SPLIT-	-660.00	115,599.67	
Check	10/20/2021	121443	TIAA Bank	Sept. billing in...	3002500 · Rent...	-245.93	115,353.74	
Check	10/20/2021	121444	Frontier Communicati...	invoices 2- 82...	-SPLIT-	-727.59	114,626.15	
Check	10/20/2021	121445	Forest Office Equipm...	invoice SV 00...	3002200 · Offic...	-97.40	114,528.75	
Check	10/20/2021	121447	Stradling Yocca Carls...	INVOICE 380...	Legal	-1,134.00	113,394.75	
Check	10/27/2021	cl7843...	DD Direct Deposit Pa...	Payroll 10-29...	3000100 · Salar...	-2,059.90	111,334.85	
Check	10/27/2021	cl7843...	DD Direct Deposit FE...	payroll 10-29-21	3000211 · Spec...	-11.10	111,323.75	
Check	10/27/2021	cl7843...	IRS	payroll 11-15-2...	3000211 · Spec...	-1,634.12	109,689.63	
Check	10/27/2021	cl7843...	EDD	payroll 11/15/2...	3000211 · Spec...	-384.00	109,305.63	
Check	10/27/2021	121448	Aqua Sierra Controls ...	invoice 31914	3002300 · Prof...	-1,500.00	107,805.63	
Check	10/27/2021	121449	Cat Cammercial Rev...	invoices 2240...	-SPLIT-	-5,690.47	102,115.16	
Check	10/27/2021	121450	California Special Dis...	MEMBERSHI...	3002000 · Mem...	-1,222.00	100,893.16	
Check	10/27/2021	121451	Ed Staub & Sons	INVOICE 6039...	3001701 · Main...	-1,088.71	99,804.45	
Check	10/27/2021	121452	Streamline/Digital De...	INVOICE 8525...	3001200 · Com...	-75.00	99,729.45	
Check	10/27/2021	121454	Guardian	OCT. BILLING	3000211 · Spec...	-195.67	99,533.78	
Check	10/27/2021	121456	FASIS	WORKMANS ...	3001500 · Wor...	-2,733.39	96,800.39	
Check	10/27/2021	121457	Willdan Financial Ser...	MAY INVOICE...	7603374 · 307 ...	-453.65	96,346.74	
Check	10/27/2021	121458	Verizon Wireless	SEPT 12 THR...	3001200 · Com...	-139.58	96,207.16	
Deposit	10/28/2021			Deposit	-SPLIT-	6,646.40	102,853.56	
Payment	11/04/2021	cc dep	Martinus, Paul W FT ...		1110 · Account...	78.00	102,931.56	
Payment	11/04/2021	cc dep	Noxon, Timothy E/Ma...		1110 · Account...	78.00	103,009.56	
Payment	11/04/2021	cc dep	Weisinger, Brian J/P...		1110 · Account...	78.00	103,087.56	
Payment	11/04/2021	cc dep	Hamblin, Julie (233-24)		1110 · Account...	78.00	103,165.56	
Payment	11/04/2021	cc dep	Moats, Sharon (371-...		1110 · Account...	78.00	103,243.56	
Payment	11/04/2021	cc dep	Fallon, J. & Jack, N. (...)		1110 · Account...	78.00	103,321.56	
Payment	11/04/2021	cc dep	Fallon, J. & Jack, N. (...)		1110 · Account...	78.00	103,399.56	
Payment	11/04/2021	cc dep	Muller, Robert & Whit...		1110 · Account...	78.00	103,477.56	
Payment	11/04/2021	cc dep	James, Steve & Sher...		1110 · Account...	78.00	103,555.56	
Payment	11/04/2021	cc dep	Rohner, Kay L Revoc...		1110 · Account...	78.00	103,633.56	
Payment	11/04/2021	cc dep	Fenske, Thomas/Ros...		1110 · Account...	78.00	103,711.56	
Payment	11/04/2021	DP cc...	Elu, Cristina(241-25)		1110 · Account...	163.80	103,875.36	
Deposit	11/04/2021			Deposit	-SPLIT-	3,034.20	106,909.56	
Check	11/10/2021	cl7843...	DD Direct Deposit FE...	11-12-21	3000211 · Spec...	-9.25	106,900.31	
Check	11/10/2021	cl7843...	DD Direct Deposit Pa...	11/12/21	3000100 · Salar...	-1,666.00	105,234.31	
Check	11/11/2021	121459	Frontier Communicati...	Oct t. billing 53...	-SPLIT-	-809.42	104,424.89	
Check	11/11/2021	121460	LMUD	Oct. billing	-SPLIT-	-519.14	103,905.75	
Check	11/11/2021	121461	Modoc County Record	invoice 70214	3002400 · Publi...	-529.14	103,376.61	
Check	11/11/2021	121462	Susanville Ace Hard...	invoices 4954...	-SPLIT-	-37.50	103,339.11	
Check	11/11/2021	121464	Spalding Community ...	PETTY CASH ...	3002201 · Post...	-116.00	103,223.11	
Check	11/11/2021	121465	Streamline/Digital De...	NOV. BILLING...	3001200 · Com...	-75.00	103,148.11	
Check	11/11/2021	121466	Forest Office Equipm...	INVOICE SV0...	3002200 · Offic...	-71.52	103,076.59	
Check	11/11/2021	121467	Stradling Yocca Carls...	INVOICE 3807...	Legal	-2,310.00	100,766.59	
Check	11/11/2021	121468	C & S Waste Solutions	INVOICE 3 YD...	3003000 · Utiliti...	-116.74	100,649.85	
Check	11/11/2021	121469	Hembree, Linda	HOME DEPO...	3001800 · Main...	-47.14	100,602.71	
Check	11/11/2021	121470	UMPQUA Bank	OCT. BILLING	-SPLIT-	-1,148.76	99,453.95	
Check	11/11/2021	121471	Aqua Sierra Controls ...	invoice 31943 ...	3002300 · Prof...	-1,650.00	97,803.95	
Payment	11/16/2021	DP147...	Charles Saxton (393-...		1110 · Account...	78.00	97,881.95	
Total 1.227 · 227 Sewer - Main Cash Account							-1,712.72	97,881.95
1.231 · 231 Recreation - Main Cash Acct								-821.85
Total 1 · Checking at Lassen County							-1,712.72	85,000.39
TOTAL							-1,712.72	85,000.39