**STONES-BENGARD COMMUNITY SERVICE DISTRICT**

**REGULAR BOARD MEETING**

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**October 12, 2020, 4:00 PM.**

Minutes

**Call to Order:**

President Kay Oring called the meeting to order at 4:03pm.

**ROLL CALL:**

Present were Board of Directors Kay Oring, Cheryl McCormack, Tonya Peddicord, Robert Larivee. Also, present General Manager Martin Balding and Secretary Donna Round. One Vacancy.

**Guest:** Eight local residents in attendance.

**CONSENT CALENDAR:**

APPROVAL OF SEPTEMBER AND OCTOBER AGENDA

APPROVAL OF AUGUST AND SEPTEMBER MINUTES

APPROVAL OF PAYMENT OF BILLS FOR SEPTEMBER: Fire $1,703.11 & Sewer $2,942.95

APPROVAL OF TREASURER'S REPORT: Reports from County not available.

Kay Oring would like to move agenda item #4 to #1.

A motion to approve Consent Calendar was made by Robert Larivee and Second by Tonya Peddicord. All Ayes. Consent Calendar approved.

**President’s Report:** Kay Oring stated that Lassen County required us to call election this year. We are a five-member board and because we did not get enough people to run for office to trigger an election the County Supervisors will approve our board at their November meeting. In December the board will be sworn in and will take office in January.

Kay Oring stated that the County ballot had an error and a post card will be sent out.

Kay Oring spoke with our county counsel Bob Burns about conducting a rate study ourselves. He said to make sure to look at past records and justify a need for a fee increase. A wastewater service fee can be increased with a public hearing. It does not have to go to an election.

**Interim Fire Chief:** We are still in need of a Fire Chief and Volunteers.

**Fire Committee Report:** Cheryl McCormack has submitted the Fire Committee Report for September, report attached.

**General Manager Balding:** Report from GM Martin Balding “No Spill” Sewer Report for September attached.

**Secretary’s Report:** Call from Robert Johnson to reschedule our audit to November 25, 2020.

**Board Member Items:** Robert Larivee is concerned with our fees and expenditures that will be addressed in the Special Budget meeting Saturday, October 17, 2020 and future regular board meetings.

**Web Manager:** Up to date.

**PUBLIC COMMENT:** Question by resident Gary Lemke: Is the board an elected board or appointed board. In the past it was an appointed board. (Answer: With this November election according to the board of supervisors it will be considered an elected board.)

Resident Gary Lemke also asked why we increased Wastewater Assistant hours from 30 to 60 per month. The board will need to go back and review the minutes.

Resident Gary Lemke asked Martin Balding if the board went out to bid for the tractor. The answer was no. According to our By-Law Purchasing Policy Article VIII, in accordance with the Government Code and Public Contract Policy 2203, contracts or purchases over $25,000 must be bid.

Resident Tom Seerley is concerned the board is not following the brown act and doing personal favors. Tom Seerley also asked for more details information as where the funds are being spent and if this will be available at the workshop meeting on Saturday, October 17, 2020.

Fred Nagle heard the board was looking at raising rates and is here to offer his constructive advice on rate studies. Fred Nagle presented a copy of a fee study he has done for another district. Fred also shared a story about other districts that didn’t increase rates for years and ended up bankrupt. It’s important to review rates ongoing and make small increases as necessary.

With continued interruption it was difficult to continue the meeting. President Oring had to remind everyone several times that the public may comment on anything they wish: however, if it is not on the agenda the Board of Directors may not discuss it.

**CORRESPONDENCE:** Received 2020 Biennial Notice of Conflict of Interest from Lassen County. This was added to the agenda under Adoption of Policy and Procedures.

**OLD BUSINESS:**

**NEW BUSINESS:**

DISCUSS: Fire and Sewer assessment Fees.

ACTION: Workshop on October 17, 2020

DISCUSS. Adoption of Policy and Procedures Handbook

ACTION: No amendment is required for conflict of interest as it was covered and approved in our By-Laws October14, 2019. Policy 1035 will be written to reflect the By-Laws.

DISCUSS: Ethics Training

ACTION: Ethics training needs to be updated every two years. Information given to Cheryl McCormack, Tonya Peddicord and Donna Round

DISCUSS: Volunteer Fireperson Award Fund to Budget

ACTION: Tabled until next meeting

**ADJOURNMENT:**

The next meeting will be held on Monday, November 9, 2020 4:00pm.

with no further business to conduct, the meeting was adjourned at 5:28pm.

**BOARD MEMBERS SIGNING OF BILLS:**

**NEXT MEETING: November 9, 2020**

Respectfully Submitted by, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Donna Round, Secretary