**STONES-BENGARD COMMUNITY SERVICE DISTRICT**

**REGULAR BOARD MEETING**

509-695 Stone Road, District Office, Eagle Lake, Susanville, CA 96130

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**July 13, 2020, 4:00 PM.**

MINUTES

**CALL TO ORDER:**

President Kay Oring called the meeting to order at 4:02

**ROLL CALL:**

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

**Public Hearing on Proposed Budget 2020-2021**

Public hearing opened 4:03. Discussion on the new budget.

Motion by Cheryl McCormack to close public hearing and approve 2020-2021 budget, second by Robert Larivee, All Ayes. Public hearing closed at 4:25 pm.

**GUEST:**  Several local residents.

**CONSENT CALENDAR:**

APPROVAL OF JULY AGENDA

APPROVAL OF JUNE MINUTES

APPROVAL OF PAYMENT OF BILLS JUNE Fire: $1,207.68 & Sewer $2,486.48

APPROVAL OF TREASURER'S REPORT**:**  Kay Oring reported Interest earned for Fire Dept was $669.20, Interest earned for sewer was $474.70 and Interest earned for Capital Improvement was $197.04. Treasurer’s position is vacant.

A motion for approval of Consent Calendar was made by Kay Oring. Motioned Tonya Peddicord and Seconded by Robert Larivee. All Ayes. Consent Calendar approved.

**President's Report:**  Kay Oring would like to look into a Drop Box cloud system to provide board members the agenda and all materials prior to the board meetings.

**Interim Fire Chief and General Manager Balding Report:** No Chief. Report from GM Martin Balding on Fire and "No Spill" Sewer Report for June.

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

**Secretary’s Report:** Donna Round reported there are seven delinquent wastewater properties that will be forward to Lassen County Tax Collector for collection.

**Board Member Items:** Robert Larivee said it was brought to his attention that a few volunteers were concerned about the safety or legality of having a minor child at Fire meetings. Robert checked on this and found it wasn't illegal to have a minor child at fire meetings, but is a safety issue. Robert would like to make a recommendation to the fire committee to look into creating a youth program for minors.

**Web Manager:**  No report

**PUBLIC COMMENT:** Resident was asking about our Fire Wise sign. What is a Fire Wise Community, Cal Fire has a site that will recommend how to trim trees and defensible space.

**CORRESPONDENCE:**

**OLD BUSINESS:**

1. DISCUSS: Amend Ordinance 19-01 for collection of delinquent wastewater fees.

ACTION: Ordinance 19-01 has been repealed effective June 30, 2020. Revised Ordinance 20-01 will be effective July 1, 2020. Motion by Robert Larivee to approved revised Ordinance 20-01 for collection of delinquent wastewater fees, Second by Cheryl McCormack. All Ayes.

1. DISCUSS: Fire Assessment Identification Resolution 2002-02

ACTION: Board members conducted a thorough review of the Fire Assessments

properties and found the fee structure for Resolution 2002-02 was not applied consistently. Clarifications and current adjustments have been made and need to be submitted to the county by August 10, 2020. Motion by Robert Larivee and Second by Tonya Peddicord. All Ayes.

**NEW BUSINESS:**

1. DISCUSS: Memorandum of Understanding Sunset Properties Parcels 09 and 25.

ACTION: Motion by Robert Larivee to pass amendment of Memorandum of Understanding Sunset Properties Parcel 09 to 16 Park Models at 36.00ea, 3 RV Spaces at 12.00ea and Parcel 25,18 RV/Campsites. Second by Tonya Peddicord. All Ayes.

1. DISCUSS: Resolution 20-01Ordering an Election.

ACTION: Motion by Cheryl McCormack to approve Resolution 20-01 Ordering an Election on the November Ballot for all five Board Members, Second by Robert Larivee. All Ayes.

1. DISCUSS: Approval PROP 4 Resolution-Stones-Bengard CSD.

ACTION: Motion by Cheryl McCormack to approve PROP 4 Resolution Limitation in the amount of $37,239.00, Second by Tonya Peddicord. All Ayes

4. DISCUSS: Approve three-year contract for CPA Robert Johnson.

ACTION: New contract for 2020 is $3700.00, 2021 $3,800.00 and $3.900.00 for 2022. Motion by Tonya Peddicord to approve three-year contract with CPA Robert Johnson, Second by Cheryl McCormack. All Ayes

5. DISCUSS: Computer needs during COVID 19.

ACTION: The board look at other Computer Management options that we could use remote. During the discussion, we had a volunteer present that offered to volunteer one day a month to run updates or other computer checkup as needed. Motion by Robert Larivee and Second by Cheryl McCormack to accept the volunteer position once a month and separate the discussion for Website. All Ayes.

6. DISCUSS: Website needs.

ACTION: Kay Oring has looked into using Streamline that specializes in Special Districts. They make sure our site is in compliance with state regulations. They offer a grant that will cover the cost of website to include setup, training and hosting for 15 months at no charge, then $50.00 a month. Motion by Robert Larivee to transfer our website to Streamline, Second by Cheryl McCormack. All Ayes.

7. DISCUSS: California Fire Foundation Grant submission.

ACTION: Motion by Tonya Peddicord approve the grant application, Second by Robert Larivee. All Ayes.

**ADJOURNMENT:** 5:55 PM.

**BOARD MEMBERS SIGNING OF BILLS:**

**NEXT MEETING: August 10, 2020**

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