

**STONES-BENGARD COMMUNITY SERVICE DISTRICT
REGULAR BOARD MEETING**

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

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Regular Meeting: Monday, January 13, 2020 4:00 PM

MINUTES

CALL TO ORDER:

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

ROLL CALL:

Present were Board of Directors Kay Oring, Cyndi San Diego, Cheryl McCormack and Robert Larivee. One Vacancy. Also, present General Manager Martin Balding, Secretary Donna Round and Lassen County Legal Counsel Bob Burns.

Announcement of Items to be Discussed in Closed Session

Public Comment Regarding Closed Session Items: No comments

Closed Session

Public Employee Performance

Title: Mid-probation evaluation for Wastewater Operator Trainee

Public Employee Change in contract or release

PURSUANT TO CA GOVERNMENT CODE 54957

The Board of Directors met in closed session to discuss probation evaluation for Waste Water Operator in Training contract. Motioned was made by Director Larivee and second motion by Director San Diego to terminate Waste Water Operator in Training contract. All Ayes, Motion carried.

GUEST: Lassen County Legal Counsel Bob Burns

RETURNED TO OPEN SESSION: Open session 4:20pm

CONSENT CALENDAR:

APPROVAL OF JANUARY AGENDA

APPROVAL OF DECEMBER MINUTES

APPROVAL OF DECEMBER BILLS: Fire: \$3387.31 and Sewer \$5913.49

APPROVAL OF TREASURER'S REPORT: Treasurer, Cyndi San Diego has submitted Treasurer Reports for November 2019 see attached. December reports not available for the January Board meeting.

A routine motion for Consent Calendar was made by Kay Oring. If there are no objections, a motion to accept the Consent Calendar will be adopted. Hearing no objections, President Kay Oring declared the motion adopted.

PRESIDENT'S REPORT: President, Oring spoke with our accountant Bob Johnson regarding Records of Retention Schedule that should be followed. Schedule attached.

A special meeting may be called at any time by the presiding officer of the legislative body of a local agency, or by a majority of the members of the legislative body, by delivering written notice to each member of the legislative body and to each local newspaper of general circulation and radio or television station requesting notice in writing and posting a notice on the local agency's Internet Web site, if the local agency has one. The notice shall be delivered personally or by any other means and shall be received at least 24 hours before the time of the meeting as specified in the notice. See State Code 54956 for additional requirements.

Any board member may request a Special Meeting by sending an email to the Secretary with the issue and why it warrants a Special Meeting. The Secretary will forward it to the Board members. They may respond to the Secretary. If three members agree, a Special Meeting is called following the above procedure.

ELECTION OF OFFICERS: Motion made by McCormack, and second by Larivee for President Kay Oring to continue as President for one more year. Motion by McCormack and second by Oring for San Diego to continue as Treasure. Motion by Oring and second by Larivee for McCormack to continue as V. President. All Ayes

COMMITTEE REPORTS:

Fire Chief: Position vacant. Fire Chief and Volunteers needed.

GENERAL MANAGER: Martin Balding

No "spill report" has been made for December. Martin Balding report attached.

Martin Balding submitted a report to Lahontan Water Board in regards to the amount of wastewater flows to the ponds. Report attached.

Martin read a letter to the board in appreciation for his retirement recognition of 28 years of service to the Stones-Bengard Volunteer Fire Department.

SECRETARY'S REPORT: Donna is working on year end taxes and W-2s

WEBSITE MANAGER: It is up to date.

Correspondence: Grant information from Department of Recreation

PUBLIC COMMENT: None

OLD BUSINESS:

DISCUSS: Computer Maintenance.

Rick Nicholas presented a System Maintenance Proposal to the board for Initial System Check/Recommendation and On-going System Maintenance of a base fee of \$50/month for two hours of work. Additional time to be billed at \$25/hr.

ACTION: Motion by Larivee and second by McCormack to accept computer maintenance proposal from Rick Nicholas. All Ayes.

DISCUSS: Venue for Annual BBQ

Director McCormack was going to contact Dante about the use of his property. GM Balding was going to speak with a BLM contact about possible use of the Eagle Lake Campground.

ACTION: Tabled to next meeting in order to look at venues suggested.

NEW BUSINESS:

DISCUSS: Approve Annual Audit for fiscal year 2018/19 and discuss recommendations from accountant Bob Johnson.

Three recommendations were made; two of which have been met. The third one: "develop a separate capital budget including financial resources." President Oring talked with Mr. Johnson. He suggested we have a workshop to have time to plan. We should complete it before June 2020,

ACTION: Motion by San Diego and second by McCormack to approve annual audit and recommendations. All Ayes

DISCUSS: Advertising on Website

ACTION: Motioned by San Diego and second by McCormack to not accept advertising on Stones-Bengard website. All Ayes.

ADJOURNMENT:

The next meeting will be held on Monday, February 10, 2020 4:00pm.
with no further business to conduct, the meeting was adjourned at 5:

Board Members Signing of Bills
Bills were signed.

Respectfully Submitted by, _____ Donna Round, Secretary