

Mission Hills

Community Services District

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Directors:

Walter Fasold
Danny Hayes
James Mac Kenzie
Tim Naughton
Bruce Nix

M-I-N-U-T-E-S

Regular Meeting

September 16, 2015

The Regular Meeting of the Board of Directors of the Mission Hills Community Services District was called to order by President Mac Kenzie at 6:30 p.m. on Wednesday, September 16, 2015 at the District Meeting Room, 1550 East Burton Mesa Boulevard, Lompoc, California.

DIRECTORS PRESENT:

By roll call: Walter Fasold, Danny Hayes, James Mac Kenzie, and Bruce Nix

DIRECTORS ABSENT:

Tim Naughton

STAFF PRESENT:

Michael Riley, Melissa Stevens, and Casey Fowler

OTHERS PRESENT:

Glen and Tamara McLeod, and Ron Herbig

3. PLEDGE OF ALLEGIANCE:

Pledge of Allegiance.

4. SPECIAL PRESENTATION:

None

5. AGENDA REVIEW:

Agenda Item 5a. Motion by Director Nix, second by Director Hayes that all resolutions and ordinances presented tonight be read in title only and all further readings be waived. Unanimous 4-0.

- 6. COMMUNITY COMMENTS AND SUGGESTIONS:** Mr. McLeod stated that he was here because he heard that the District had lost two of its licensed employees and wanted to address his concerns for the safety and quality of the district's drinking water. He also asked about the lead and copper test results. Director Mac Kenzie stated that the Board is very aware of the license requirements and that the issue is trying to be resolved as quickly as possible. General Manager Riley stated that he has some of the required licenses and that we are contracting out the other licenses needed until we have a more permanent solution. Director Fasold commented that the most important factors to the Board is the service and quality of water provided as well as the safety of all district employees. He went on to say that we are working as effectively as we know how to and are moving as quickly as we can.

7. CONSENT AGENDA:

Motion by Director Hayes, second by Director Nix to approve the Consent Agenda after review.

Agenda Item 7a. Consideration of Approval of Minutes.

Approved Minutes of the Board of Directors Regular Meetings held August 19, 2015 and a Special Meeting held August 21, 2015.

Agenda Item 7b. Reports on Water, Wastewater and Street Sweeping.

Street Sweeping Report, Water Reports and Wastewater Reports were reviewed.

Agenda Item 7c. Consideration of the Manager's Project and Expenditure Reports.

August Profit and Loss Statement, Expenditures (year to date), Bank Account Summary, Disbursement Journal, Variation from Projected Income, Outstanding Issues in both Operational and Administrative, and the RNC Center monthly statement. Director Fasold recommended and President Mac Kenzie confirmed that an Ad-Hoc Committee be formed to assist in the Proposition 218 rate study. Director Fasold and Director Nix volunteered to be on this committee.

Vote to approve the Calendar of Consent was 4-0

8. CORRESPONDENCE: These items are placed on the agenda for informational purposes only. No action required.

Agenda Item 8a. Wastewater Lagoon System Performance Evaluation.

The report regarding the performance of the wastewater lagoons from H & S Environmental was briefly discussed.

9. CONTINUED BUSINESS:

Agenda Item 9a. Post Card to our Customers (Drought Affects)

District Board of Directors reviewed, discussed and directed staff to make a minor revisions to the attached mailer and be delivered as soon as possible. Director Fasold stated that we are hurting from the income standpoint and that many of the residents do not know where we are with our water supply. He went on to say that the message is not to waste water however we do not want the community to un-necessarily kill grass, plants, trees...

Motion by Director Hayes, second by Director Mac Kenzie to issue the post card as soon as possible. Unanimous 4-0.

10. NEW BUSINESS:

Agenda Item 10a. Modifications to District Job Descriptions

District Board of Directors reviewed, discussed and approved staff's recommendation to update the Operators existing Job Descriptions from four water and wastewater operators to two staff members on the water side and two staff members on the wastewater side with all operator jobs cross training.

Motion by Director Hayes, second by Director Nix to approve the job descriptions as presented. Unanimous 4-0.

Agenda Item 10b. Current Employee Wages & Benefits and Possible Changes to District Provided Benefits.

President Mac Kenzie tabled this agenda item to a special meeting scheduled for October 23, 2015 to allow more time for the Board Members to review the provided information and ask questions. Director Fasold requested that the meeting not be held until the full board was present.

11. GENERAL MANAGER ITEMS

The following item(s) were placed on the agenda by the District Manager in order to receive feedback and/or request direction from the Board. No formal action can be taken.

12. BOARD MEMBER COMMUNICATIONS:

Director Hayes asked if staff has received any feedback from Mr. Tuckfield in regards to the emergency surcharge to help with the reduction of income. Administrative Assistant Fowler stated that an e-mail was sent and it stated that the surcharge can be added to the monthly bills however a smaller version of the rate study would have to be performed and all the required notifications would need to be completed the same as a standard proposition 218 rate study.

13. STAFF COMMUNICATIONS:

District Accountant Stevens stated that she has been working on the audit for the past two weeks. Everything has gone great and they anticipate being completed by the first part of October with a draft report to be presented at the next regular meeting.

14. ADJOURNMENT:

There being no further business to come before the Board the meeting was adjourned at 8:15 p.m. to the next Special Meeting to be held September 23, 2015 at the District's meeting room beginning at 6:30 pm.

Respectfully Submitted,

Casey Fowler
Secretary, Board of Directors

APPROVED AS TO FORM:

James Mac Kenzie
President, Board of Directors