

MINUTES
SAN SIMEON COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
Wednesday, August 12, 2020
3:00 pm

Internet Meeting Location

1. REGULAR SESSION: 3:00 PM

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|---|---|
| A. Chairperson Kellas – Present
Vice-Chairperson Russell – Present
Director Carson – Present
Director Maurer – Present
Director de la Rosa – Present | General Manager, Charlie Grace
District Counsel, Natalie Frye Laacke |
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2. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA:

Public Comment - No public comment

3. SPECIAL PRESENTATIONS AND REPORTS:

A. STAFF REPORTS:

- i. **Superintendent’s Report** – Jerry Copeland provided a summary of June activities.
- ii. **Sheriff’s Report** – Commander Nelson provided the report for June.
- iii. **General Manager’s Report** – Charlie Grace provided a summary of June Activities. Jeff Oliveira provided an update on grant information.
- iv. **District Financial Summary** – Cortney Murguia provided a summary of the monthly financials.
- v. **District Counsel’s Report** –Natalie Frye Laacke provided a Summary of June Activities.

B. BOARD OF DIRECTORS AND COMMITTEE REPORTS: None

C. SPECIAL PRESENTATION: None

D. PUBLIC COMMENTS ON SPECIAL PRESENTATIONS AND REPORTS:

Public Comment - None

4. CONSENT AGENDA ITEMS:

A. Review and approval of Minutes for the Regular Meeting on July 8, 2020.

Director Carson pointed out discrepancies under item 2. Public comment.

Director Russell remarked on item 7. Public comment related to the closed session items. He asked that more detail be added to the description.

B. Review and approval of Minutes for the Special Meeting on July 31, 2020.

C. Review and approval of Disbursements Journal.

Henry Krzciuk questioned the formula being used to calculate the consumer price index (CPI) percentage/inflation factor used for the Grace Environmental Services (GES) contract increase.

Cortney Murguia responded that the inflation factor used is 1.4% based on CPI.

D. Review and approval of updates to the Policy and Procedures Manual.

Henry Krzciuk commented about the changes that had been made and requested that they be annotated.

Henry Krzciuk commented about Exhibit A on page 73 of the board packet regarding designated positions.

Cortney Murguia, Chairperson Kellas, and Natalie Frye Laacke discussed the resolution concerning this matter agreeing that it has already been voted on and approved. Natalie Frye Laacke pointed out that Exhibit B gives a written definition of a consultant and notes that those covered under the consultant conditions are covered by the policy in question.

A motion was made to approve items 4 B,C, and D with the changes recommended by Director Russell.

Motion: Kellas
2nd: Russell
All in: 5/0

Roll Call:

Kellas: Yes Russell: Yes Carson: Yes Maurer: Yes De la Rosa: Yes

5. BUSINESS ACTION ITEMS:

A. Review of authorization of powers to the General Manager awarded under Resolution 20-419.

A motion was made to table the item for another month because of increasing pandemic conditions.

Motion: Kellas
2nd: Russell
All in: 5/0

Roll Call:

Kellas: Yes Russell: Yes Carson: Yes Maurer: Yes De la Rosa: Yes

B. Adoption of Resolution 20-424 approving the Fiscal Year Budget for 2020/2021.

Chairperson Kellas introduced this item.

Henry Krzciuk commented that the public is not able to see the report for expenses incurred on the budget report in comparison to last fiscal year. He claimed to have made a public records request for this and voiced his disconcert. He also voiced that he is concerned about the budget and requests that quarterly updates are given.

Cortney Murguia pointed out that an accounting report is in the district financials every month that shows income and expenses.

Chairperson Kellas replied that this will be discussed with the budget committee.

A motion was made to accept the matter as is and for the budget committee to review the questions that came up.

Motion: Kellas
2nd: De La Rosa
All in: 5/0

Roll Call:

Kellas: Yes Russell: Yes Carson: Yes Maurer: Yes De la Rosa: Yes

C. Discussion related to the LAFCO solid waste authority powers related to District Resolution 20-425.

Pam Ricci, from RRM Design, introduced the item and gave an informative presentation on this matter.

Director Carson and Pam Ricci discussed the rate review for the garbage collection/waste management.

Vice Chairperson Russell and Cortney Murguia conferred about implementing a city clean/trash pick up similar to the service provided in Cambria.

Chairperson Kellas questioned if green waste can be implemented.

Cortney Murguia responded to this inquiry and will look into the matter.

Henry Krzciuk commented the presentation and asked if we have anything in writing from Grace Environmental Services that discusses charges for this new service and Prop 218 work. He suggests that a road repair reserve is used to accumulate road repair funds.

A motion was made to accept Resolution 20-425 for application to Local Agency Formation Commission (LAFCO) to establish a solid waste management authority for the district.

Motion: Kellas
2nd: Carson
All in: 5/0

Roll Call:

Kellas: Yes Russell: Yes Carson: Yes Maurer: Yes De la Rosa: Yes

D. Discussion and review of resumes for the on call engineering services for the District Office.

Cortney Murguia offered for the staff report to be given. Charlie gave the staff report.

Henry Krzciuk commented that no hourly rates were provided. He questioned if this information is being withheld for a certain reason.

Chairperson Kellas responded that this information is not being withheld for any particular reason, this is just an initial request for information.

Henry Krzciuk believed that one of the companies “clearly doesn’t meet the requirements”.

Charlie Grace responded that we are moving forward with the proposal and that we are limited in choices because only two firms responded. Charlie offered a myriad of options that can be taken moving forward.

Vice Chairperson Russell, Charlie Grace, Michael Hanchett, and David Sansone evaluated the engineering firms under consideration.

Chairperson Kellas suggested rewriting the RFP and attacking it from a different direction. She cited that Jeff (Oliveira) is typically our go to person. In lieu of the complaints from members of the public about the use of services provided by Oliveira Consulting, the RFPs were sent out as a solution to ameliorate the issue.

Charlie Grace addressed concerns as he states that he reached out to colleagues that may meet the needs of our district expressed by Director Russell.

Jeff Oliveira made the clarification that his company does not provide engineering services.

Vice Chairperson Russell commended that he does not feel that he can vote on either one of these.

Michael Hanchett pointed out that RRM is a local firm that seems to be capable, it may be worth our time to look into them for suggestions.

A motion was made to table the engineering and have staff send them thank you letters expressing that these firms offer more than what we need.

Motion: Kellas

2nd: Carson

All in: 5/0

Roll Call:

Kellas: Yes

Russell: Yes

Carson: Yes

Maurer: Yes

De la Rosa: Yes

6. BOARD/STAFF GENERAL DISCUSSIONS AND PROPOSED AGENDA ITEMS – None

7. ADJOURN FOR CLOSED SESSION @ 4:23 PM

In lieu of technical difficulties, the closed session was adjourned. (Later rescheduled for Monday, August 17, 2020)

8. RECONVENE TO OPEN SESSION – 4:28 PM

No reportable action was taken regarding this matter.

9. ADJOURNMENT @ 4:30 PM