

Mission Hills Community Services District

1550 E Burton Mesa Blvd., Lompoc CA 93436-2100

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Directors:

Steve Dietrich
Walter Fasold
Myron Heavin
James Mac Kenzie
Bruce Nix



M-I-N-U-T-E-S Regular Meeting February 21, 2018

The Regular Meeting of the Board of Directors of the Mission Hills Community Services District was called to order by President Fasold at 6:30 p.m. on Wednesday, February 21, 2018 at the District Meeting Room, 1550 East Burton Mesa Boulevard, Lompoc, California.

DIRECTORS PRESENT:

By roll call: Steve Dietrich, Walter Fasold, Myron Heavin (6:45 pm), James Mac Kenzie and Bruce Nix
none

DIRECTORS ABSENT:

STAFF PRESENT:

Melissa Crouthers, Rick Young, and Casey Fowler

OTHERS PRESENT:

Loch Dreizler

3. PLEDGE OF ALLEGIANCE:

Pledge of Allegiance.

4. **SPECIAL PRESENTATION:** President Fasold wanted to welcome the future General manager, Mr. Dreizler, who will be beginning the following Thursday.

5. AGENDA REVIEW:

Agenda Item 5a. Motion by President Fasold, second by Director MacKenzie 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: none

7. CONSENT AGENDA:

Motion by Director MacKenzie, second by Director Fasold to approve the Consent Agenda after review.

Agenda Item 7a.

Consideration of Approval of Minutes

Approved Minutes of the Special Meeting of January 12, 2018; Board of Directors Regular Meeting of January 17, 2018 (with additions); Special Meeting of February 12, 2018.

Agenda Item 7b. Reports on Water, Wastewater and Street Sweeping.
Street Sweeping Report, Water Reports and Wastewater Reports were reviewed and discussed.

Agenda Item 7c. Consideration of the Manager's Project and Financial Reports.
January 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 Genter monthly statements were reviewed and discussed.

Vote to approve the Calendar of Consent was 5-0

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

Agenda Item 8a. Water and Wastewater Sample Schedule for 2018

9. CONTINUED BUSINESS:

Agenda Item 9a. Approve a One Time Award to both the Lead Operator and Chief Plant Operator.
Recommended Action: District Board of Directors approved a one-time payment of \$1,000 each to the Lead Operator as well as the Chief Plant Operator. This item was brought back to address a concern of formal approval process.
Motion by Director Mac Kenzie, second by Director Heavin to approve a one-time payment for the Lead Operator and the Chief Plant Operator. Unanimous vote.

Agenda Item 9b. Approve a One Time Award to both the District Accountant and Administrative Assistant.
Recommended Action: District Board of Directors approved a one-time payment of \$1,000 each to the District Accountant as well as the Administrative Assistant. The Board thanked both staff members for going above and beyond in taking on the task of the Recruitment and Hiring Process of the General Manager and the Pond #1 Pond Project with all the challenges that came along with it.
Motion by Director Fasold, second by Directors Dietrich to approve a one-time payment for the District Accountant and Administrative Assistant. Unanimous Vote.

10. NEW BUSINESS: none

11. GENERAL MANAGER ITEMS: none

- 12. BOARD MEMBER COMMUNICATIONS:** Director Fasold stated that Nitrox has sent us information to review. There are some questions that we had after review and we will be meeting with them again soon to discuss. Director Mac Kenzie noted that the Ad-Hoc Committee will be meeting with the District Engineer to discuss Burton Ranch on Friday.
- 13. STAFF COMMUNICATIONS:** District Accountant Crouthers asked for guidance in moving forward with the first draft budget and the amount of an increase they would like to aim for. The rate study recommends a 4% in water and 8% in wastewater. After discussion it was decided to start with the 4 and 8% and see where we are.

14. ADJOURNMENT:

There being no further business to come before the Board the meeting was adjourned at 8:20 p.m. to the next Special Meeting to be held March 14, 2018 at the District office beginning at 6:30 pm.

Respectfully Submitted,

Casey Fowler
Secretary, Board of Directors

APPROVED AS TO FORM:

Walt Fasold
President, Board of Directors