

# **Mission Hills Community Services District**

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Website: [www.mhcsd.org](http://www.mhcsd.org)

## **Directors:**

Steve Dietrich  
Walter Fasold  
Myron Heavin  
James Mac Kenzie  
Bruce Nix



## **M-I-N-U-T-E-S Regular Meeting January 17, 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, January 17, 2018 at the District Meeting Room, 1550 East Burton Mesa Boulevard, Lompoc, California.

### **DIRECTORS PRESENT:**

By roll call: Steve Dietrich, Walter Fasold, Myron Heavin, James Mac Kenzie and Bruce Nix

### **DIRECTORS ABSENT:**

none

### **STAFF PRESENT:**

Melissa Crouthers, Steven Sarot, and Casey Fowler

### **OTHERS PRESENT:**

Ron Herbig and Andy Padilla

### **3. PLEDGE OF ALLEGIANCE:**

Pledge of Allegiance.

4. **SPECIAL PRESENTATION:** Bill Klepper from RNC Genter conference called with the Board of Directors to discuss the current status of District Investments and answer any questions (attachment a). He felt the District was doing very well with the current bonds even with the limitations we are governed by. President Fasold questioned the impact of taking money out of the bonds early to pay for capital improvements however that questioned was not clearly defined.

### **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 5-0.

### **6. COMMUNITY COMMENTS AND SUGGESTIONS: none**

### **7. CONSENT AGENDA:**

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

#### **Agenda Item 7a.**

#### **Consideration of Approval of Minutes**

Approved Minutes of the Personnel Committee Meeting of December 15, 2017 and Regular Meeting of December 20, 2017

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

Street Sweeping Report, Water Reports and Wastewater Reports were reviewed. It was noted that the wastewater operator placed a temp unit at the headworks and has efficiently removed excess trash that has been passing through the bar screen. Lead Operator Sarot also discussed the last power outage and backup generators.

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

December 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 briefly reviewed and discussed. 2 extra topics were added to the top five outstanding issues to be added next month.

**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. Proposed Schedule for the 2018-2019 Budget Year**

9. **CONTINUED BUSINESS:**

**Agenda Item 9a. Committee Assignments and Representatives**

Recommended Action: District Board of Directors discuss desires of assignments and representatives. After discussion the Board President will appoint the directors committees and representatives. Committees were discussed and assigned as follows:

Operations – Mac Kenzie, Heavin; Alternative – Fasold  
Personnel – Nix, Fasold; Alternative – Heavin  
Finance – Mac Kenzie, Dietrich; Alternative – Heavin  
Ad-Hoc  
Alternative Energy – Fasold, Heavin  
Burton Ranch – Development – Fasold, Dietrich  
– Operations – Mac Kenzie, Dietrich  
Representatives  
VAFB IR Program – Mac Kenzie, Dietrich  
ACWA / JPIA Board – Mac Kenzie, Nix  
SYRWCD – Nix

10. **NEW BUSINESS:**

**Agenda Item 10a. Adopt Resolution No. 18-318, Appreciation to General Manager Riley Upon His Retirement.**

Recommended Action: District Board of Directors discuss and adopt Resolution No. 18-318 Expressing Appreciation for General Manager Riley for 12 years of services upon his retirement. **Motion by Director Mac Kenzie, second by Director Fasold to Approve Resolution 18-318 as submitted.**

**11. GENERAL MANAGER ITEMS:**

**12. BOARD MEMBER COMMUNICATIONS:** Director Fasold stated that the Board felt that the District Accountant and the Administrative Assistant have both taken on extra projects over the past year that has saved the District around \$100,000 combined. For this reason as well as their continuing efforts above and beyond their job descriptions the Board is requesting they both receive a onetime payment of \$1,000 and bring it back to the next meeting for approval. Director Nix requested that we also bring back the approval for a one-time payment to the two field operators due to a concern he has that this topic was not properly agendaized.

**13. STAFF COMMUNICATIONS:** Administrative Assistant Fowler noted that she has a meeting scheduled with our representative from the Air Pollution Control Board and it appears that we will be issued a Notice of Violation for a final application that was not properly completed by the end of 2017. This final Permit to Operate was required when General Manager Riley began the process of receiving an Authority to Construct Permit for Well #6.

A break was called at 8:50 pm  
The meeting was reconvened at 8:55 pm

**14. ADJORN TO CLOSED SESSION: 8:56 pm**

Pursuant to Government Code section §54957: Public Employee Appointment: General Manager

**15. RECONVENE TO OPEN SESSION: 10:25 pm**

The Board will reconvene to Open Session and announce any reportable action from Closed Session  
A candidate was selected for the personnel committee to begin the negotiation process.

**16. ADJOURNMENT:**

There being no further business to come before the Board the meeting was adjourned at 10:27 p.m.  
to the next Special Meeting to be held February 12, 2018 at the District office beginning at 2:00 pm.

Respectfully Submitted,

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Casey Fowler  
Secretary, Board of Directors

APPROVED AS TO FORM:

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Walt Fasold  
President, Board of Directors