

MENDOCINO CITY COMMUNITY SERVICES DISTRICT

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MENDOCINO CITY COMMUNITY SERVICES DISTRICT SPECIAL BOARD MEETING

ACTION MINUTES – December 18, 2023

**BEFORE THE BOARD OF DIRECTORS
FAIR STATEMENT OF PROCEEDINGS
(PURSUANT TO CALIFORNIA COMMUNITY SERVICES DISTRICT LAW
Government Code §61000)**

AGENDA ITEM NO. 1 – CALL TO ORDER – 5:30 p.m.

Present: Directors Donna Feiner, Matthew Miksak, Ishvi Aum, VP Jim Sullivan, and presiding was President Dennak Murphy

Staff Present: District Superintendent, Ryan Rhoades

Public Present: Tom Tetzlaff, Roy Helsing, Steve Gomes, Dan Potash, Jeannie Dobbins, 2 unknown community members

AGENDA ITEM NO. 2. – APPROVAL OF AGENDA

Board Action: Upon motion by VP Sullivan and 2nd by Director Miksak, IT IS ORDERED to approve the agenda but move item 8f to become 8a. The Motion carried by the following vote:

AYE: 5

AGENDA ITEM NO. 3 –PUBLIC COMMENT

Tom Tetzlaff questions what the emergency was. Ryan Rhoades responded and will discuss in greater length during the Superintendent's Report.

AGENDA ITEM NO. 4 – COMMUNICATIONS

None

AGENDA ITEM NO. 5- FINANCIAL REPORT

Presenter: Ryan Rhoades

Board Comment: VP Sullivan, Director Aum, President Murphy, Director Miksak

Board Action: Upon motion by Director Feiner and 2nd by Director Miksak, IT IS ORDERED to approve the September, October, and November disbursements. The Motion carried by the following vote:

AYE: 5

AGENDA ITEM NO. 6- CONSENT AGENDA

APPROVAL OF MINUTES FROM 10-30-23

Board Action: Upon motion by Director Miksak and 2nd by Director Feiner, IT IS ORDERED to approve the agenda. The Motion carried by the following vote:

AYE: 5

AGENDA ITEM NO. 7—DISCUSSION AND POSSIBLE ACTION REGARDING ANY CONSENT AGENDA ITEM NEEDING SEPARATE ACTION

None

AGENDA ITEM NO. 8 – NEW BUSINESS

- f) Election and appointment of Board Officers

President: Dennak Murphy

Board Action: Upon motion by Director Aum and 2nd by VP Sullivan, IT IS ORDERED for Dennak Murphy to continue to serve as President of the MCCSD Board of Directors

AYE: 5

Vice President: Matthew Miksak

Board Comment: Director Aum, Director Miksak

Board Action: Upon motion by Director Aum and 2nd by Director Feiner, IT IS ORDERED for Director Miksak to serve as VP of the MCCSD Board of Directors

AYE: 5

- a) Discussion and Possible Action to approve the Audit for the year end of June 30, 2023

Presenter: Dennak Murphy

Board Comment: VP Sullivan, Director Aum

Public Comment: Roy Helsing

Staff Comment: Ryan Rhoades

Board Action: Upon motion by Director Feiner and 2nd by Director Miksak, IT IS ORDERED to approve the Audit for July 1, 2022 to June 30, 2023

AYE: 5

- b) Introduction of Ordinance 2023-01: Conflict of Interest Code for Mendocino City Community Services District

Presenter: Dennak Murphy

Board Comment: Director Aum, Director Miksak

Public Comment: Tom Tetzlaff

Dennak Murphy reads Ordinance 2023-01 into the record

- c) Discussion and potential revisions to the Governance Guidelines document

Presenter: Dennak Murphy

Board Comment: Director Aum, VP Sullivan, Director Miksak, Director Feiner

Staff Comment: Ryan Rhoades

Public Comment: Jeannie Dobbins, Colin Morrow, Roy Helsing, Steve Gomes

Board Action: Upon motion by Director Aum and 2nd by Director Feiner, IT IS ORDERED to approve changes to the Governance Guideline with the addition to #7 (Selection of Agenda Items and Scheduling for Board Meetings). The Motion carried by the following vote:

AYE: 5

- d) Discussion and Possible Action to approve the RFQ for Legal Services

Presenter: Ryan Rhoades

Board Comment: Director Aum, President Murphy

Public Comment: Dan Potash

Board Action: Upon motion by Director Feiner and 2nd by VP Sullivan, IT IS ORDERED to approve the RFQ for Legal Services. The Motion carried by the following vote:

AYE: 5

- e) Discussion and Possible Action related to a Community Water System

Board Comment: Director Aum and Director Feiner

Public Comment: Steve Gomes, Tom Tetzlaff

Board Action: Upon motion by Director Aum and 2nd by VP Sullivan, IT IS ORDERED to form an ad hoc committee to investigate and pursue with SAFER and GHD the possibility of a Community Water System. The Motion carried by the following vote:

AYE: 5

- g) Discussion and Possible Action to appoint Standing Committee Assignments

Finance: Dennak and Ishvi

Personnel: Dennak and Matthew

Plant Operations: Jim and Ishvi

Safety: Donna and Matthew

Street Lighting: Jim and Donna

Groundwater Management: Jim and Ishvi

- h) Discussion and Possible Action to review existing ad hoc committees

Legal: Dennak

MUSD/ Tank Project: Jim

Community Water System: Matthew and Jim

New/ Expanded Use: Dennak and Jim

Conflict of Interest: Dissolved, upon motion by Director Miksak, 2nd by Director Aum.

AYE: 5

Governance Guidelines: Dissolved, upon motion by Director Feiner, 2nd by Director Aum.

AYE: 5

Board Comment: Director Aum and VP Sullivan

Staff Comment: Superintendent Rhoades

AGENDA ITEM NO. 9- OLD BUSINESS

None

AGENDA ITEM NO. 10- DISTRICT SUPERINTENDENT’S REPORT

Presenter: Ryan Rhoades

Board Comment: Directors Aum, VP Sullivan, and President Murphy

AGENDA ITEM NO. 11: GROUNDWATER MANAGEMENT

Presenter: Ryan Rhoades

Public Comment: Tom Tetzlaff

AGENDA ITEM NO. 12: COMMITTEE UPDATES

There is a break in the recording. It is unknown if anything was discussed.

AGENDA ITEM NO. 13: MATTER FROM BOARD MEMBERS

Director Aum requests clarification on ad hoc vs standing committees

AGENDA ITEM NO. 14: ADJOURNMENT

IT IS ORDERED to approve adjourning the meeting at 7:47 p.m.

NOTICE: PUBLISHED MINUTES OF THE MENDOCINO CITY COMMUNITY SERVICES DISTRICT MEETINGS

- *Effective May 11, 2020, the Board of Directors’ minutes will be produced in “action only” format.*
- *Minutes are considered draft until adopted/approved by the Board of Directors*
- *Please reference the District’s website to obtain additional resource information for the Board of Directors: www.mccsd.com.*

Thank you for your interest in the proceedings of the Mendocino City Community Services District

Board of Directors

STANDING COMMITTEES:

Finance:----- Dennak Murphy and Ishvi Aum

Personnel:----- Dennak Murphy and Matthew Miksak

Plant Operations:----- Dennak Murphy and Jim Sullivan

Safety: ----- Jim Sullivan

Street Lighting:----- Donna Feiner and Jim Sullivan

Groundwater Management:----- Jim Sullivan

Respectfully submitted,
Ryan Rhoades and Katie Bates