



Loleta Community Services District
Board of Directors
 Meeting: December 19, 2019
 7:00 P.M.
 LOLETA FIRE PROTECTION STATION, 567 PARK STREET
PUBLIC NOTICE AND AGENDA

Board Directors
 David Goodrich
 Tammy Forsell
 Seth Marks
 John Sarico
 David Struve
 707-733-1717

Meetings are regularly held on the third Thursday of every month at 7:00 P.M. in the fire station.
 For Agenda items consideration, all documents need be submitted before noon 10 days preceding any meeting.

- 1) Open Meeting, Call to Order
- 2) Roll Call
- 3) Presiding Officers Announcements
- 4) Election of Board Officers
- 5) Approve Draft Minutes

a) Regular Board Meeting Sep 19, 2019	Review, Decide, Adopt	A-K
b) Regular Board Meeting: Nov 21, 2019	Review, Decide, Adopt	1-2
c) Special Board Meeting: Nov 26, 2019	Review, Decide, Adopt	3
- 6) Meeting Agenda
- 7) Financial Report(s): November 2019

	Review, Decide, Approve	104
	Review, Decide, Accept	4-17
- 8) Public Comments, Presentations, Petitions, Announcements, Questions:
 The Public has the right to present any matter to the Board. Pursuant to the Brown Act, the Board of Directors may only take action on matters appearing on the published agenda. The public has the right to participate on every business item. The Presiding Officer may impose a 3 minute time limit rule to ensure that every speaker receives equal time to speak.
- 9) Written or Oral Communications:

a) Activity Calendar: November 2019	18
b) Cost of Living (COLA) adjustment for 2020	19
c) Thank you letter to Palmer Creek CSD	20
d) Umpqua Bank Request for Public Record: Water/Sewer Balances for Cheese Co. property	21-22
- 10) Staff Reports

a) General Managers Report	23-24
b) Water meter Report	25
c) Freshwater Report	26
d) Wastewater Report	27-29
e) SHN reports, October 1: Compliance project, 2: Water Tank	30-31
- 11) Old Business

a) Jensen Well: Generator backup: Soft start and emergency transfer switch.	Review, Decide, Vote	32-33
b) Mission Statement, tabled by Board	Review, Decide, Vote	-
c) Board Meeting Agenda Creation/Approval/Format/Template	Review, Decide, Vote	Example
d) Bob Laffranchi and Cheese Factory		
i) Ordinance(s) 17-01, 19-01 re: Discontinuance of service	Review, Decide, Vote	34-42
- 12) New Business

a) SHN Contract proposal to Provide Civil Design and Construction Management for the Loleta CSD Sewer Collection System Rehabilitation	Review, Decide, Vote	43-49
b) Drawdown of County Reserve: Approval of Requested Funds	Review, Decide, Vote	50
c) Staff Evaluations: General Manager, Secretary		
i) Closed Session Brown Act Section 54957(b) Personnel Evaluation. The personnel exemption prohibits discussion of salary changes in closed session unless they directly result from disciplinary action.		
d) Open Session: Staff Evaluations: Salary and other Personnel Changes.	Review, Decide, Vote	
- 13) Adjournment, Adjourn or to continue, Motion by _____, Second by _____, Time _____

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