



BOARD OF DIRECTORS

Raynette Gregory, President Anthony Kalvans, Vice-President
Ward Roney, Director Hector Palafox, Director Crystal, Lara

REGULAR MEETING MINUTES 6:30 P.M. Closed Session 7:00 P.M. Opened Session SMCSD Boardroom 3-24-2022

I. Call to Order: 6:32 PM **Video part 1/7 Time: 00:01**

II. Roll Call: *Kalvans, Roney, Palafox, Gregory* ABSENT: *Lara*

III. Approval of Regular Meeting Agenda:

Motion by: Director Kalvans

Second by: Director Palafox

Motion: Voice Vote

Board Members	Ayes	Noes	Abstain	Recuse	Absent
R. Gregory	X				
A. Kalvans	X				
H. Palafox	X				
W. Roney	X				
C. Lara					X

4/0/1

Public Comment for items on closed session agenda: *None*

IV. ADJOURN TO CLOSED SESSION: 6:33 PM

A. CLOSED SESSION AGENDA:

1. PUBLIC EMPLOYMENT

Title: Interim General Manager; Pursuant to Government Code Section 54954.5

2. CONFERENCE WITH DISTRICT GENERAL COUNSEL – Existing Litigation

Pursuant to Government Code Section 54956.9 (d)(1) Case: Steinbeck v. City of Paso Robles, Santa Clara County Superior Court Case No. 1-14-CV-265039 and Case: Eidemiller v. City of Paso Robles, Santa Clara County Superior Court Case No. 1-14-CV-269212

3. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9:1

V. Call to Order for Regular Board Meeting/Pledge of Allegiance: *Kalvans* **Video Part 2/7 Time: 00:10**

VI. Call to Order for Regular Board Meeting/Report out of Closed Session Approximately 7:00 PM

Time: 7:07 PM

- Report out of closed session by District General Counsel (WhiteBrenner, LLP)
Direction was given to staff, no reportable action taken.

VII. Public Comment and Communications for items not on the Agenda: **Video part 2/7 Time: 01:00**

Owen Davis made statement regarding the January 6th board meeting.

District Counsel made clarification.

VIII.	Special Presentations/Public Hearings/Other:	None
	Public Comment:	None

IX.	Staff & Committee Reports – Receive & File:	
	Non-District Reports:	
1.	San Luis Obispo County: Verbal Report San Luis Obispo County Sheriff gave verbal report for February call statistics. Board Comment: None Public Comment: None	Video part 2/7 Time: 02:40
2.	Camp Roberts—Army National Guard No Report Board Comment: None Public Comment: None	Video part 2/7 Time: 07:15
3.	Community Service Organizations: Verbal Report Firefighter Association President Scott Young gave verbal report about the upcoming Sagebrush Parade, Easter egg hunt, preparing for the 2022 Fireworks. Board Comment: Director Gregory asked about the history of Sagebrush Day and was responded to. Michelle Hido voiced statement on the history of Alan Belden creating Sagebrush Day. Public Comment: None	Video part 2/7 Time: 07:20
	District Staff & Committee Reports:	
4.	Interim General Manager : Report Attached Director of Utilities made statement about county assessor's list of delinquent parcels with none being in San Miguel, Notice of Interest or Objection was sent back with no objections, discussion ensued. Board Comment: Director Gregory asked about the tax property and brief discussion ensued. Public Comment: None	Video part 2/7 Time: 10:05
5.	District General Counsel: No Report Board Comment: None Public Comment: None	Video part 2/7 Time: 13:20
6.	Director of Utilities: Report Attached Director of Utilities report as submitted. Board Comment: Director Kalvans asked question about report on costs for solid waste, recycling, and discussion ensued. Director Gregory asked question about the cameras and completion of video inspection, sewer lines, about the new pump station, matching funds, and discussion ensued. Director Kalvans asked question about having cement pipes, the durability of said pipes, brief discussion ensued. Public Comment: None	Video part 2/7 Time: 13:25
7.	Fire Chief: Report Attached Assistant Fire Chief Scott Young stated report is submitted as written and added that they are updating policies and procedures, attended meeting at 560 12th street for full park inspection at Casa Blanca mobile home park, annual rt-130 training, applied for RFC grant, working with code enforcement regarding solar project in town, no update on Temporary housing unit. Board Comment: Director Kalvans asked question about possibility of receiving any money from Salud Carbajal's office	Video part 2/7 time: 20:50

Director Gregory asked question about the numbers of applicants for recruitment and training and asked about the Fire Station remodel and brief discussion ensued.

Public Comment:

Owen Davis made comment about not needing a training facility in San Miguel and using the one in Paso Robles.

Board Comment:

Director Roney responded about the necessity of having a Fire training facility in San Miguel for the community of San Miguel and back and forth ensued.

Assistant Fire Chief Scott Young responded that no money has been spent on a plan for a training facility, there is a lot of dirt that has been set aside, if they train at the Paso Robles facility it will cost the District to use it.

Director Kalvans made comment about government agencies starting to build facilities and not following through

Public Comments for all reports: None

X.

Consent Calendar:

Video part 3/7 Time: 00:01

1. Review and Approve Board Meeting Minutes

A. 1-27-2022 Regular Board Meeting Minutes Draft

B. 3-3-2022 Special Board Meeting Minutes Draft – BHI #1

Director Kalvans motioned to pull item 2 for future discussion.

Motion by: Director Kalvans

Second by: Director Palafox

Motion: Approve Consent Calendar Item One and Voice Vote. 4/0/1

2. Approve RESOLUTION 2022-10 authorizing the General Manager and Director of Utilities as authorized signatories and representatives for all matters related IWMA and SB 1383 on behalf of the District. (Dodds)

Director of Utilities Kelly Dodds presented Item Two and stated the item is to appoint the General Manager and Director of Utilities as signatories or representatives so that if either person is not available the other will be able to conduct business or sign for the District.

Board Comment:

Director Kalvans asked for clarification on the types of matters that the representatives would be signing for and brief discussion ensued.

Public Comment: None

Motion by: Director Kalvans

Second by: Director Palafox

Motion: Approve Consent Calendar Item Two and Voice Vote. 4/0/1

XI.

Board Action Items:

Video part 2/6 Time: 30:35

1. Review, Discuss and Receive the Enumeration of Financial Reports for February 2022 (Hido)

A. Claims Detail Report

B. Statement of Revenue Budget vs Actuals

C. Rev Budget vs Actual Summary

D. Statement of Expenditures Budget vs Actual

E. Cash Report

F. Investment Portfolio Report

Financial Officer Michelle Hido submitted reports as written with note that **Darcia** came by and completed the quarter one review of financials, responded the legal cost for the recall efforts.

Board Comment:

Director Gregory asked question about the legal fees associated with the recall and discussion ensued.

Public Comment:

Owen Davis made comment about the recall efforts and back and forth ensued.

Director Roney made statement regarding the costs and further back and forth ensued.

Director Gregory called for a 10 minute recess. Time: 7:51 PM

Motion by: Director Kalvans

Second by: Director Palafox

Voice Vote 3/0/2

Director Gregory called meeting back to Order. Time: 8:02 PM

Motion by: Director Kalvans

Second by: Director Palafox

Motion: Review and File Financial Reports for February 2022.

Board Members	Ayes	Noes	Abstain	Recuse	Absent
A. Kalvans	X				
H. Palafox	X				
R. Gregory	X				
W. Roney					X
C. Lara					X

3/0/2

Video part 4/7 Time: 00:40

2. **First Reading of a Proposed ORDINANCE of the San Miguel Community Services District to Adopt Mandatory Solid Waste, Organic Waste and Recycling Materials Rules and Regulations. (Dodds/Dervin)**

Recommendation: Waive Reading, Read by Title Only, and Set for Public Hearing on April 28, 2022 of an Ordinance Adopting Mandatory Solid Waste, Organic Waste and Recycling Materials Rules and Regulations

Director of Utilities Kelly Dodds presented item on the Proposed Ordinance to adopt mandatory solid waster, organic waste, and recycling materials rules and regulations.

Board Comment:

Director Kalvans asked if this replaces the existing ordinance and why are they two separate documents

Counsel Doug White clarified the difference in the documents.

Director of Utilities further described the new ordinance and its purpose.

Director Gregory called for a 5 minute recess. Time: 8:08 PM

Motion by: Director Kalvans

Second by: Director Palafox

Voice Vote 3/0/2

Director Gregory called meeting back to Order. Time: 8:20 PM

Director Kalvans asked if there will be a point in the future to make additional comments to the solid waste ordinance

Director od Utilities clarified the process to change anything.

Counsel Erin Dervin made statement to clarify appeal process of ordinance and the rules to draft a more comprehensive appeal process for the District

Public Comment: None

Motion by: Director Kalvans

Second by: Director Palafox

Motion to Approve Waiving Reading and Proceed to second Reading next month. Voice Vote 3/0/2

Video part 5/7 Time: 04:10

3. Consider a Proposed Policy of the San Miguel Community Services District to Require Recycled Content and Recovered Organic Waste Products in District Procurements by RESOLUTION 2022-11. (Dodds/ Dervin)

Recommendation: Adopt a Policy to Require Recycled-Content and Recovered Organic Waste Products in District Purchasing Policies and Procurement

Director of Utilities Kelly Dodds presented item about adopting a policy to require recycled-content and recovered organic waste products in the District Purchasing Policies and Procurement.

Board Comment:

Director Kalvans made comment about codifying policies in future and brief discussion ensued.

Director Palafox asked about following the resolutions and the vendors being aware of these requirements.

Director of Utilities responded the process and responsibility of the District to meet those standards, the vendors are aware and are trying to meet those requirements.

Board Clerk Tamara Parent responded about finding a product that meets the requirements and sticking with it.

Public Comment: None

Motion by: Director Palafox

Second by: Director Kalvans

Motion: Approve Resolution 2022-11

Board Members	Ayes	Noes	Abstain	Recuse	Absent
H. Palafox	X				
A. Kalvans	X				
R. Gregory	X				
W. Roney					X
C. Lara					X

3/0/2

Video part 5/7 Time: 10:00

4. Review and approve RESOLUTION 2022-09 amending section 7.8 of the District Personnel Guidelines and Policies (Dervin)

Recommendation: Approval of Resolution 2022-09 amending section 7.8 of the District Personnel Guidelines and Policies

Director of Utilities Kelly Dodds presented item to replace existing language in District Personnel Guidelines and Policies.

Board Comment:

Director Kalvans made a comment about the policies.

Director Gregory asked about the fees paid for the work and Director of Utilities responded with clarification.

Public Comment: None

Motion by: Director Kalvans

Second by: Director Palafox

Motion: Review and approve Resolution 2022-09

Board Members	Ayes	Noes	Abstain	Recuse	Absent
A. Kalvans	X				
H. Palafox	X				
R. Gregory	X				
W. Roney					X
C. Lara					X

3/0/2

Video part 5/7 Time: 17:35

5. **Continue discussion on rate structures. (Dodds)**
Motion to Move this item to last by Director Kalvans Second by Director Palafox 3/0/2

Discussion Item Only

Video part 5/7 Time: 18:25

6. **Review and Approve of RESOLUTION 2022-12 establishing the dates for applications and sales of “Safe and Sane” fireworks, for the 2022 calendar year (Young)**

Recommendation: Approve Resolution 2022-12

Fire Assistant Chief Scott Young read report as submitted.

Board Comment:

Director Kalvans made clarification about supporting the Fireworks and asked about the dates.

Director Gregory asked about the amount of applications available and the fees and brief discussion ensued.

Public Comment: None

Motion by: Director Palafox

Second by: Director Gregory

Motion: Review and approve board meeting minutes.

Board Members	Ayes	Noes	Abstain	Recuse	Absent
A. Kalvans	X				
H. Palafox	X				
R. Gregory	X				
W. Roney					X
C. Lara					X

3/0/2

Video part 5/7 Time: 21:45

7. **Review and Approve fireworks fees for the 2022 calendar year and adopt RESOLUTION 2022-13 (Young)**

Recommendation: Approve Resolution 2022-13

Fire Assistant Chief Scott Young presented item discussing the fees in comparison to last year & additional costs.

Board Comment:

Director Kalvans disclosed that he is part of the Lion's club and does not receive any compensation from his involvement

Public Comment: None

Motion by: Director Palafox

Second by: Director Gregory

Motion: Review and approve board meeting minutes.

Board Members	Ayes	Noes	Abstain	Recuse	Absent
H. Palafox	X				
A. Kalvans	X				
R. Gregory	X				
W. Roney					X
C. Lara					X

Video part 5/7 Time: 23:35

8. Review and approve RESOLUTION 2022-14 authorizing the Director of Utilities to contract with Water Systems Consulting (WSC) for engineering and technical support to prepare and submit a proposal for Proposition 1 Round 2 Implementation grant Funding in an amount of \$10,000. Including an equal budget adjustment to Proposition 1 Grant (50-577). (Dodds)

Recommendation: Approve Resolution 2022-14

Director of Utilities Kelly Dodds presented item on authorizing the contract with Water Systems Consulting to prepare and submit a proposal for Proposition 1 Round 2 Implementation grant funding.

Board Comment:

Director Palafox asked if the amount was just for the application.

Director of Utilities responded the details of what the \$10,000 includes and brief discussion ensued.

Director Gregory asked where the tank is supposed to go, approval of the property, the dimensions and capacity of the tank, and more discussion ensued.

Director Kalvans asked about the location of the tank, requesting discussion on beautification for the tank, and about the specifications of the contract.

Director of Utilities responded about the qualifications and details of the beautification process.

Public Comment: None

Motion by: Director Kalvans

Second by: Director Palafox

Motion: Review and approve board meeting minutes.

Board Members	Ayes	Noes	Abstain	Recuse	Absent
A. Kalvans	X				
H. Palafox	X				
R. Gregory	X				
W. Roney					X
C. Lara					X

Video part 6/7 Time: 10:05

9. Discussion on status of Machado Wastewater Treatment Facility expansion and aeration upgrade project (Dodds)

Recommendation: Discuss the status and next steps of the Machado Wastewater Treatment Facility expansion and aeration upgrade projects.

Director of Utilities Kelly Dodds presented item to discuss the status of the Machado Wastewater Treatment Facility expansion and the aerator upgrade project and the next steps.

Board Comment:

Director Kalvans made comment about looking forward to groundbreaking.

Public Comment: None

Discussion Item Only

Video part 6/7 Time: 13:40

5. Continue discussion on rate structures. (Dodds)

Recommendation: Discuss rate structures.

Director of Utilities Kelly Dodds presented item to discuss upcoming Cost of Service Rate Study.

Board Comment:

Director Gregory asked about Templeton residential rate.

Director Kalvans stated being against the variable charge based on water usage for sewer, asked Counsel about Senate Bill 998 effect on utility rates, would like to look into options with fixed costs, would like to take lot size into account, and discussion ensued.

Director of Utilities responded with information on the rate charges, possible scenarios, and more information about the rate study process and more discussion ensued.

Director Gregory asked about sewer rate and further discussion ensued.

Public Comment: None

Discussion Item Only

XII.	BOARD COMMENT:	Video part 7/7 Time: 11:10
	Director Gregory stated about hearing from a Lion's Club member who mentioned the future of the Lions Club. Board Clerk Tamara Parent responded she had heard more information from the County about the Lions Club. Director Kalvans made comment about a lot of the nonprofits struggling, having an ordinance for vital management, and brief discussion ensued. Board Clerk Tamara Parent made comment about the county offering money for nonprofits and small businesses. Director Kalvans asked about the uses for money received from agricultural and property tax and brief discussion ensued.	

XIII.	ADJOURNMENT TO NEXT REGULAR MEETING	9:37 PM
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