



*Madison Service District*

P.O. Box 40  
Madison, CA 95653  
(530) 666-2888

**BOARD OF DIRECTORS MEETING  
MADISON COMMUNITY SERVICE DISTRICT**

REGULAR MEETING

July 18, 2018

MINUTES

**1. CALL TO ORDER**

Chair Steve Gomez called the meeting to order at 5:57pm.

**2. ROLL CALL**

**Present:**

- Directors: Steve Gomez, Bonnie Stormont, Andrew Wells, Lewis Phillips, Dan Barnett.
- District Counsel: Not present
- General Manager: Leo Refsland
- Board Clerk: Leo Refsland

**Public:** No public present

**3. APPROVAL OF AGENDA**

Chair Steve Gomez called for a motion to approve the agenda.

**Motion by:** Director Dan Barnett to approve the agenda as presented

**Second by:** Director Bonnie Stormont

**Discussion:** None

**Vote:**    **Ayes:**     5    **No:**    0    **Abstain:**   0    **Motion:** Passed

**4. PUBLIC COMMENTS**

Chair Steve Gomez called for public comment-None

**5. CORRESPONDENCE**

Chair Steve Gomez called for correspondence – no correspondence

## 6. FINANCIAL REPORT

General Manager indicated he was not able to get numbers put together for this meeting still working on spreadsheets that provided income and expense totals. Need to get for year end and establish budget. Did not spend any money other than what absolutely was needed in June.

All checks have been deposited. This month we will have to write a check for \$22,479.38 which represents all income for June.

## 7. APPROVAL OF MINUTES

Chair Steve Gomez called for a motion to approve the minutes of 5-9-18 & 6-13-18

**Motion by:** Director Bonnie Stormont to move approval of the minutes of 6-13-18 To the August meeting and approve the 5-9-18 minutes

**Second by:** Director Lewis Phillips

**Discussion:** General manager informed the board that the person who did the minutes for the district originally had a stroke but had recently passed away. They will no longer be able to prepare the minutes for the district. The general manager stated that he was able to prepare the 5-9-18 minutes but did not finish the 6-13-18 minutes and needed more time.

**Vote:**    **Ayes:** 5        **No:**        **Abstain:** 0        **Motion:** Passed

## 8. APPROVAL OF CLAIMS

Chair Steve Gomez asked for a motion to approve the revised claims for 6-13-18 & approval of the 7-13-18

**Motion by:** Director Dan Barnett to approve the claims for 7-13-18 & re-approve 6-13-18

**Second by:** Director Bonnie Stormont

**Discussion:** Discussion followed on the reports received with claims, and the grand totals for the Boards viewing. There was a question about the frequency of ECSD bill. Another question of why the previously approved bills needed re-approval. GM informed Board that there was a credit on the credit card account. We can't pay more than we owe. It was made clear that even though two board members who were not present for the original approval can participate in the re-approval. General Manager also explained that the claim sheet has three categories. Water, sewer & streetlights. Sometimes the expense can be divided evenly into the categories they are tied to.

**Vote:**    **Ayes:** 5        **No:** 0        **Abstain:** 0        **Motion:** Passed

## 9. DISCUSSION- None

## 10. ACTION ITEMS

**a) CDBG Loans #1 & #2**

**Motion by:** Director Andrew Wells to authorize General Manager to act on the boards behalf to work with the YC CAO office to payoff balloon payments due for CDBG loans #1 & #2 using rural initiatives.

**Second by:** Director Lewis Phillips

**Discussion:** Discussion followed about a meeting with CAO office representatives, 5<sup>th</sup> district supervisor staff and MCSD GM regarding balloon payments due for CDBG loans #1 & #2.

**Vote:** Ayes: 5 No: 0 Abstain: 0 Motion: Passed

**b) Audits.**

**Motion by:** None Item moved to August meeting.

**Second by:** None

**Discussion:** General Manager indicated that he had nothing to present and would like to move to August meeting.

**Vote:** Ayes: 0 No: 0 Abstain: 0 Motion: None

**c) Rate Increase 2018/2019 FY set public hearing.**

**Motion by:** None Item moved to August meeting.

**Second by:** None

**Discussion:** General Manager indicated that he had nothing to present and would like to move to August meeting.

**Vote:** Ayes: 0 No: 0 Abstain: 0 Motion: None

**d) 2018/2019 Budget**

**Motion by:** None, item moved to July meeting

**Second by:**

**Discussion:** General Manager indicated that he had nothing to present and would like to move to August meeting.

**Vote:** Ayes: 0 No: 0 Abstain: 0 Motion: None

## 11. GENERAL MANAGERS REPORT

- Gave update on health issues. Improving still a couple months to go. Still struggling with mobility.
- Gave update on Vacation. M Hayes from ECSD covered while gone.
- Indicated he will not schedule a vacation again during fiscal year end or week of meeting.
- Had two false positives on water tests. In May had to retest and add two extra tests. Negative results were reported on the second batch. We received violation. Will have to do a more in-depth reporting to the public. There was also an extra assesment that was required. Also had violation earlier in year. Test was done within 30 days of prior test but not within a calendar month. Feb only has 28 days.
- EAR report has a new angle to it and it is requiring identification of lead in our service connections.
- Need to start working on budget and Rate increase and other yearend stuff. Trying to keep up with it all.
- Two repairs have popped up will work on them next week.
- Need to get a commercial backflow test plan together.

## 12. FUTURE AGENDA ITEMS

- Budget, update on rate increase, audits, rate increase & 6-13-18 minutes

## 12. ADJOURNMENT

Meeting adjourned at 6:49 pm by Chair Steve Gomez

**NEXT MEETING DATE:** Wednesday, August 18, 2018 @ 6:00 pm

Chair Steve Gomez



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Date: 8-8-18

Board Clerk Leo Refsland



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Date: 8-8-18