



*Madison Service District*

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Madison, CA 95653  
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**BOARD OF DIRECTORS MEETING  
MADISON COMMUNITY SERVICE DISTRICT**

REGULAR MEETING  
November 14, 2018  
MINUTES

**1. CALL TO ORDER**

Chair Steve Gomez called the meeting to order at 6:04pm.

**2. ROLL CALL**

**Present:**

- Directors: Steve Gomez, Bonnie Stormont, Dan Barnett, Andrew Wells, Lewis Phillips.
- 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 Andrew Wells 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 – General Manager presented information on Brown Act training provided by Yolo County. Will verify if CSD's meet the requirements for attendance. It is free and there are three dates.

## 6. FINANCIAL REPORT

- General Manager informed the board that they could not do the monthly check to the county because he had not received the bank statement in the mail. He tried to go online to access account and print statement but was not able to. He went to the local bank branch to get a printed statement. The branch informed him that the system was down and they could not produce a statement. They further informed him that the statement was getting returned because there was no address on file to mail to. General Manager indicated that he had taken steps to correct the address and finalize the process to view and print the statement online. This process is a little more time consuming because we are a public agency and work with public funds. Everything should be straightened out by the December meeting. We will process the checks for October and November at the December meeting.
- GM informed the board that the budget is on track and as we approach the midyear it looks like we will remain on track at this point. There are A couple of repairs needed. Will try to do them all at same time.

## 7. APPROVAL OF MINUTES

Chair Steve Gomez called for a motion to approve the minutes of 09-12-18

**Motion by:** Director Lewis Phillips to approve the September (9-12-18) minutes.

**Second by:** Director Bonnie Stormont

**Discussion:** General manager informed the board that because Directors Wells and Barnett were absent that they could not vote on the September minutes.

**Vote:**    **Ayes:**    3        **No:**        **Abstain:**    2        **Motion:** Passed

Chair Steve Gomez called for a motion to approve the minutes of 10-10-18

**Motion by:** Director Andrew Wells to approve the October (10-10-18) minutes.

**Second by:** Director Dan Barnett

**Discussion:** General manager informed the board that because Director Phillips was absent that he could not vote on the October minutes.

**Vote:**    **Ayes:**    4        **No:**        **Abstain:**    1        **Motion:** Passed

## 8. APPROVAL OF CLAIMS

Chair Steve Gomez asked for a motion to approve the claims for 10-18 & 11-18

**Motion by:** Director Dan Barnett to approve the claims for 10-18 & 11-18

**Second by:** Director Bonnie Stormont

**Discussion:** Discussion followed on the reports received with claims, and the grand totals for the Boards viewing. There was significant discussion regarding water treatment chemicals for grease in the wet well at the ponds. It included discussion of food trucks, restaurants and home kitchens contributing to the grease problem. Will need to investigate and get stricter with those that are dumping grease into the system.

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

**9. DISCUSSION- None**

**10. ACTION ITEMS**

**a) Audits.**

**Motion by:** None Item moved to January 2019.

**Second by:** None

**Discussion:** General Manager informed the board that he had audits that were current up to 2012. He further explained that since they were complete and according to the auditor paid for, he did not think there was any need to worry about how they got to that point. MCSD will be working with the same auditor beginning the first of 2019. We will add audits back on the agenda then. The focus will be to catch up 13,14,15 &16 by March. 2017 should be completed by April. He also informed the board that all audits the county was missing up to 2012 were forwarded to them.

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

**b) Rate Increase 2018/2019 FY**

**Public hearing on adopting rate increase effective Jan 1 2019.**

**Motion by:** Director Bonnie Stormont to approve initiation of the rate increase effective Jan 1, 2019.

**Second by:** Director Lewis Phillips

**Discussion:** It was noted that no one from the public was in attendance. Discussion followed about the mailing process.

**Vote:**    **Ayes:** 4        **No:** 0    **Abstain:** 1        **Motion:** Passed

**11. GENERAL MANAGERS REPORT**

- Gave update on Yocha Dehe grant application for improvements to office building and parking area. This is in collaboration with Madison Community Committee and the food closet they operate. connections. Or a sunset clause to retire the service connections to said properties.



- Gave update on status of Coleman Engineering report for infrastructure replacement and improvements.
- Did some work on the pumps and the wet well at the ponds. Will need to do more. Pumps will need to be upgraded and replaced soon.
- Was able to talk to the people that are developing the Main street property. They have agreed to pay an upgrade charge of \$3,500.00 for the water line. That will be due on or before final sign off for occupancy.
- Reported on park condition.
- Have four repairs that need to be done in the near future.

## 12. FUTURE AGENDA ITEMS

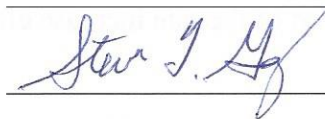
- Coleman Report, Board Stipends, Appoint Chair & Vice Chair, Shut off date change

## 12. ADJOURNMENT

Meeting adjourned at 7:02 pm by Chair Steve Gomez

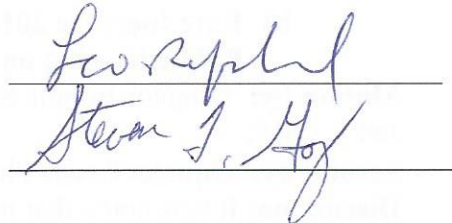
**NEXT MEETING DATE:** Wednesday, ~~01-02~~ 2018 @ 6:00 pm

Chair Steve Gomez



Date: 12-12-18

Board Clerk Leo Refsland



Date: 12-12-18