

Minutes of the Regular Meeting  
Of the  
Board of Directors of the  
Camp Meeker Recreation and Park District

Tuesday July 16, 2019 7:00 pm  
DISTRICT OFFICE (Next to the Fire Station)  
CAMP MEEKER, CALIFORNIA

I. CALL TO ORDER

The meeting was called to order at 7:05 p.m. by Acting President Larson.

II. ROLL CALL

Directors Larson, McDaniel and Watson were present. Directors Helfrich and Tominia were absent.

III. APPROVAL OF AGENDA

A motion was made by John McDaniel, and seconded Lynn Watson to approve the agenda as posted.

Directors Larson, McDaniel, and Watson voted yes. Directors Helfrich and Tominia were absent.

Ayes: 3 Noes: 0 Abstain: 0 Absent: 2

The motion was approved.

IV. STATEMENTS OF ABSTENTION

There were no statements of abstention.

V. PUBLIC COMMENT

Richard Seaman provided an update relative to recent Fire Safe and related PGE activities.

Cathie Anderson informed the Board that Jerry Yost would like the loan of Anderson Hall chairs for his annual Labor Day event.

Director Tominia entered the meeting at 7:08 p.m.

VI. CONSENT ITEMS

A. Approval of Minutes

1. May 19, 2019 Minutes

A motion was made by John McDaniel, and seconded by Lynn Watson to approve the May 19, 2019 minutes as recorded.

Directors Larson, McDaniel, Tominia, and Watson voted yes. Director Helfrich was absent.

Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

2. June 18, 2019 Minutes

A motion was made by Anthony Tominia, and seconded by John McDaniel, to approve the June 18, 2019 minutes as recorded.

Directors Larson, McDaniel, Tominia, and Watson voted yes. Director Helfrich was absent.

Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

B. Payment of Claims

A motion was made by John McDaniel, and seconded by Lynn Watson to approve the July 16, 2019 warrant request 2019/2020-001 as follows:

2019-2020-001	RP-July 2019	6,269.82
\$22,505.97	Water-July 2019	16,974.08

Wells Fargo Bank Checks 1944-1956, Bank of the West checks 645 and 646 in payment of expenses and water receipt transfers, and US Bank checks 1098 & 1099 client rental fees. Directors Larson, McDaniel, Tominia, and Watson voted yes. Director Helfrich was absent.  
Ayes: 4 Noes: 0 Abstain: 0 Absent: 1  
The motion was approved.

C. Journal Entry Approval

There were no journal entries beyond the recurring bank charges and interest.

D. Administrative and Financial Report

Ms. Doran-Girard reported that the final tax transfer for 2018-2019 was received today and the appropriate journal entry will be presented in August. Additionally, parcel information for Direct Charge billing will be available on July 31 and the County has allowed an extension for the public hearing and Board review until the August meeting resolving the need for an additional August meeting. Lastly, SDRMA insurance documents have been received as well as the final LAFCO budget.

VII. REPORT OF THE WATER SYSTEM OPERATOR

Robert Sherod of Russian River Utility reported and advised that the system is working well; however, usage is up. Director Larson asked what type of antennae on the water tanks. Jamie Dunton advised that the water tank antennae are radio signal not high frequency.

IX. ACTION ITEMS

A. SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY (SDRMA) 2019 ELECTION  
BALLOT BOARD OF DIRECTORS

DESCRIPTION: Special District Risk Management Authority is a public agency that provides risk management/insurance coverage for California local governments. The Board reviewed the election materials provided by SDRMA and selected candidates Swan, Claypool, and Seifert-Raffelson to serve on SDRMA Board for four-year terms commencing January 1, 2020 and terminating December 31, 2023.

ACTION: A motion was made by Lynn Watson and seconded by John McDaniel to vote for nominees Swan, Claypool and Seifert-Raffelson to serve and directed that the official ballot for return to SDRMA by August 21, 2019.

Directors Larson, McDaniel, Tominia, and Watson voted yes. Director Helfrich was absent.  
Ayes: 4 Noes: 0 Abstain: 0 Absent: 1  
The motion was approved.

- B. RESCIND RESOLUTION 2010-003: SIMPLIFIED BID PROCESS FOR MINOR PROJECTS  
DESCRIPTION: In May 2010, the then Board adopted Resolution 2010-003 entitled “SIMPLIFIED BID PROCESS FOR MINOR PROJECTS.” The issue was reviewed by Malcolm Manwell prior to the adoption process and the existing documentation has been reviewed. The Board discussed the existing Resolution and determined that no change.  
ACTION: The Board did not approve rescinding Resolution 2010-003.
- C. UPDATE: ANDERSON HALL OPERATIONS AND MAINTENANCE REPORT  
DESCRIPTION: John McDaniel reported that there has been no change since the June meeting and that pending repair projects would include repair to the Anderson Hall deck and repainting the exterior of the Hall and the District office during the 2019-2020 fiscal year if the Board agrees.  
ACTION: A motion was made by John McDaniel, and seconded by Lynn Watson to proceed with the Request for Proposal process for the Anderson Hall deck and painting of the Hall and District office.  
Directors Larson, McDaniel, Tominia, and Watson voted yes. Director Helfrich was absent.  
Ayes: 4 Noes: 0 Abstain: 0 Absent: 1  
The motion was approved.
- D. UPDATE: SCWA INVOICES AND AMENDED AGREEMENT  
DESCRIPTION: Director Tominia provided an update regarding the Sonoma County Water Agency bills submitted to the District totaling \$11,841.71 for water in accordance with the amended agreement of October 2016. He further informed the Board that Occidental CSD and CMRPD entered into an indemnity agreement that will cover the reimbursement for these costs.  
Discussion ensued.  
ACTION: The Board took no action.
- E. UPDATE; REMOVAL OF TREE OVERHANGING ANDERSON HALL  
DESCRIPTION: Director Larson reported that she had met with Katie Evenbeck of St. Dorothy and was advised that the tree in question will be inspected by a professional service to determine its viability. She will continue to provide updated information moving forward.  
ACTION: The Board took no action.
- X. DIRECTORS’ REPORTS  
DESCRIPTION: This item is for information reporting only. In conformance with the Brown Act, there shall be no discussion or actions taken by the Board on any such report. No public testimony shall take place. If discussion and/or action is desired, the matter may be placed on a future agenda, notice thereof duly given, and action/discussion had at the future meeting.  
**PROPOSED ACTION: No action or discussion to take place**
- Director Tominia advised that water system costs are in the process of review and when complete an increase may be brought to the Board. Additionally, he updated the Board on current Alliance information.

XI. ADJOURNMENT

As there was no further business to be brought before the Board at this time, a motion was made by Lynn Watson, and seconded by John McDaniel that the July 2019 meeting of the Camp Meeker Board of Directors is adjourned.

Directors Larson, McDaniel, Tominia, and Watson voted yes. Director Helfrich was absent.

Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

The motion was approved.

The meeting adjourned at 8:30 p.m.

Respectfully submitted,

CHERYL DORAN-GIRARD

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