



## AGENDA ITEM 5A

MAY 15, 2017  
SPECIAL MEETING MINUTES

### 1. CALL TO ORDER

The meeting was called to order at 9:00 a.m. in the Board of Supervisors Chamber, Humboldt County Courthouse, Eureka, with Chair Fennell presiding.

### 2. FLAG SALUTE

### 3. ROLL CALL

Members Present: Estelle Fennell, Virginia Bass, Gordon Johnson, Debra Lake, Sue Long, Robert McPherson, and Troy Nicolini  
Members Absent: None  
Alternates Present: Frank Jager and Skip Jorgensen  
Alternates Absent: Frank Scolari and Ryan Sundberg  
Staff: George Williamson, Executive Officer  
Colette Metz, Administrator  
Paul Brisso, Legal Counsel

### 4. PUBLIC APPEARANCES

None

### 5. NEW APPOINTMENTS

#### A) Oath of Office for New City Alternate Member

Administrator Metz noted the Mayor City Selection Committee met on April 20<sup>th</sup> and appointed Frank Jager to fill the alternate city member position for the remainder of the term, ending in June 2018. An Oath of Office was administered for Commissioner Jager.

### 6. CONSENT CALENDAR

#### A) Approval of March 15, 2017 Regular Meeting Minutes

#### B) Approval of April 13, 2017 Special Meeting Minutes

**Motion Bass/ Johnson** to approve the consent calendar. The motion was passed by a vote of 7-0-0.

### 7. BUSINESS ITEMS

None

### 8. PUBLIC HEARING ITEMS

#### A) Proposed Reorganization of the Samoa Peninsula Fire Protection District to a Community Services District

A letter of support from the Fortuna Fire Protection District was distributed to Commissioners at the hearing.

Commissioner Fennell opened the public hearing at 9:08 a.m.

Executive Officer Williamson summarized the staff report, discussed the service options analyzed in the 2011 Peninsula Services Study, and described the services and boundaries proposed for the Peninsula CSD.

Commissioner Nicolini discussed the motivation behind the reorganization effort by the Samoa Peninsula FPD. Nicolini noted that the Town of Samoa Subdivision project would happen regardless of the District's peninsula-wide approach, which would likely be a CSD formation only for Samoa.

Executive Officer Williamson discussed the benefits of expanded services with a peninsula-wide CSD. Mr. Williamson described the studies and plans prepared for the application to LAFCo and reviewed the proposed conditions of approval.

Commissioner Lake commented that the Samoa Post Office is a notable non-residential use and historic structure that would experience increased demand from the proposed subdivision project.

The Commission discussed wastewater treatment facilities and services to Fairhaven. Commissioner Nicolini noted that the Management Plan assumed no growth for Fairhaven; however, a planning grant has been secured by the County to study a centralized wastewater system and discharge options; should services be provided in Fairhaven in the future, they would likely be limited to addressing existing needs.

Humboldt Bay Fire Chief Bill Gillespie commented that the Eureka Fire Department considered service the Peninsula but that it didn't make sense due to distance and separation by the bay in the case of a large disaster. Chief Gillespie expressed gratitude for the mutual aid agreements and ongoing reciprocal help occurring between departments, and also expressed support for the proposed reorganization.

Arcata Fire Chief Justin McDonald similarly conveyed that the Peninsula is too far away for Arcata Fire to consider providing services beyond existing cooperative mutual aid calls, and also expressed support for the proposed reorganization.

Samoa Peninsula FPD Board Member, Lia Stoffers, asked about off-gassing and wastewater odors affecting Fairhaven residents, and questioned whether the water table in Fairhaven has been compromised by the Samoa wastewater system.

GHD Project Manager, Patrick Kaspari, noted that the final design for tertiary treatment would be expected to have limited odor.

Dan Johnson, Samoa Pacific Group, explained that the wastewater system is in the process of being designed and that tertiary treatment is being considered. He also noted that the post office will be moved into the Commercial Block.

Commissioner Nicolini conveyed the assumption that leach fields are contaminating the bay and the reason for evaluating a centralized system.

Commissioner Johnson expressed gratitude for the years of planning and collaboration that has culminated with this hearing.

Executive Officer Williamson discussed next steps, which includes scheduling a protest hearing to be held in Fairhaven.

**Motion Bass/Johnson** to adopt Resolution No. 17-06, making determinations and approving a reorganization consisting of formation of the Peninsula Community Services District and dissolution of the Samoa Peninsula Fire Protection District, and establishing a coterminous sphere of influence, as described in the staff report, subject to the recommended conditions. Motion passed by roll call vote of 7-0-0.

## **B) Final Budget for Fiscal Year 2017-18**

Commissioner Fennell opened the public hearing at 9:55 a.m.

Executive Officer Williamson summarized the staff report and noted that the final budget is identical to the proposed budget adopted in March and subsequently circulated to local funding agencies for which no comments were received.

Commissioner Bass expressed appreciation for the Schedule of Fees being included with final budget adoption.

**Motion Nicolini/Bass** to adopt Resolution No. 17-07, approving the final budget for fiscal year 2017-18. Motion passed by roll call vote of 7-0-0.

## **9. INFORMATIONAL AND CONTINUING ITEMS**

### **A) CSDA Chapter Planning for Humboldt County Special Districts**

Administrator Metz discussed local efforts to create a Humboldt County Local Chapter of California Special District Association (CSDA). As envisioned, a local chapter would serve as a forum for special districts to network locally, share ideas, and engage in educational opportunities in collaboration with CSDA. In addition, the local chapter could function as the "Independent Special District Selection Committee" for LAFCo appointments. The Commission expressed support for staff involvement and participation in future chapter planning meetings.

### **B) Status of Current and Future Proposals**

Administrator Metz summarized the staff report. By order of the Chair, the Commission received and filed the report.

## **10. EXECUTIVE OFFICER'S REPORT**

Executive Officer commented that Planwest recently passed the 10 year mark for providing LAFCo staffing services. Commissioner McPherson expressed appreciation and acknowledged the learning curve for LAFCo is quite high. Commissioner Long noted staff reports are well written and help to answer questions in advance of public hearings.

## **11. WRITTEN CORRESPONDENCE**

**A) E-mail Correspondence from Ed Voice regarding Garberville Sanitary District (GSD) Water Service Options to Southern Humboldt Community Park**

**B) Letter from Garberville Resident Kristin Vogel to Commission (distributed at meeting)**

By order of the Chair, the Commission received and filed the written correspondence.

## **12. ADJOURNMENT**

The meeting was adjourned at 10:15 a.m. The next regular meeting of the Commission, July 19, 2017, is cancelled. A special meeting of the Commission will be held on July 10, 2017 at 9:00 a.m. in the Board of Supervisors Chamber, Humboldt County Courthouse, Eureka.