



**JANUARY 20, 2016
REGULAR MEETING MINUTES**

1. CALL TO ORDER

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

2. FLAG SALUTE

3. ROLL CALL

Members Present: Estelle Fennell, Gordon Johnson, Sue Long, Robert McPherson, and Bruce Rupp
Members Absent: Virginia Bass and Troy Nicolini
Alternates Present: Skip Jorgensen and Frank Scolari*
Alternates Absent: Ryan Sundburg and Mark Wheetley
Staff: George Williamson, Executive Officer
Colette Metz, Administrator
Paul Brisso, Legal Counsel

**Alternate Commissioner Scolari immediately took seat in Commissioner Nicolini's absence.*

4. PUBLIC APPEARANCES

None

5. CONSENT CALENDAR

A) Approval November 18, 2015 Regular Meeting Minutes

B) Approval of Meeting Calendar for 2016

Motion Rupp/ Johnson to approve the consent calendar. The motion was passed by a vote of 6-0-0.

6. BUSINESS ITEMS

A) Designation of Chair and Vice Chair for 2016

Motion Rupp/ McPherson to approve maintaining the current composition of officers, including Commissioner Bass as Chair and Commissioner Fennell as Vice Chair. The motion was passed by a vote of 6-0-0.

B) Fiscal Year 2015-16 Mid-Year Budget Report

Executive Officer Williamson summarized the staff report and noted that mid-year totals for staffing and services/supplies are on track for FY 2015-16. With regard to the year-end totals for FY 2014-15, Mr. Williamson noted that the Commission was under budget and that remaining funds would carry forward in the LAFCo Trust Fund. Commissioner McPherson requested clarification on insurance coverage. Mr. Williamson noted that SDRMA provides general liability and other errors and omissions coverage for commissioners and staff. He explained that staffing contractors, Planwest and Mitchell Brisso, also carry their own independent coverage, and that applicants indemnify the commission upon application submittal to LAFCo.

Commissioner Rupp asked whether the staffing expenses in the budget are reflected in the staffing contracts. Mr. Williamson responded in affirmative and noted that staffing contracts are set for two-year terms, for which the current contracts are ending this fiscal year.

By order of the Vice Chair, the Commission received and filed the report.

C) MSR and SOI Work Plan and Schedule

Administrator Metz summarized the staff report and reviewed the MSR schedule and work plan. Commissioner Fennell asked about Phillippsville Community Services District providing services on behalf of the Phillippsville Volunteer Fire Company. Ms. Metz explained that LAFCo approval for a latent powers activation by the Phillippsville CSD would be required.

By order of the Vice Chair, the Commission received and filed the report.

7. PUBLIC HEARING ITEMS

None

8. INFORMATIONAL AND CONTINUING ITEMS

A) Summary of Indianola Water Services Meeting

Executive Officer Williamson provided background on the 2011 Indianola Water Services Study and explained how recent property owner inquiries prompted LAFCo staff to coordinate a meeting among representatives of the County, City of Eureka, and Humboldt CSD. Administrator Metz noted the City's expressed interest to focus service to the Walker Point and Indianola Road area, whereas the Humboldt CSD would serve the remaining areas. Commissioner Rupp noted that on-site septic is also an issue due to the area's high water table. Alternate Commissioner Scolari explained that HCSD is moving forward with infrastructure and related planning for the extension of water services to this area, noting that the District has received many petitions and requests for services over the years. Commissioner Rupp noted that Humboldt CSD service to the Freshwater area, funded by formation of an assessment district, is a good example of how service could be extended and funded in this area.

By order of the Vice Chair, the Commission received and filed the report.

B) Special District Member Nomination and Election

Executive Officer Williamson summarized the staff report, reviewed the election schedule, and noted that a call for nominations has been mailed to each independent special district. Commissioner Rupp indicated that his board nominated him to serve the upcoming term.

By order of the Vice Chair, the Commission received and filed the report.

C) Status of Current and Future Proposals

Administrator Metz summarized the staff report, including recent efforts by the County to address fire services in the eastern part of the county. Vice Chair Fennell noted that the Humboldt County Fire Services Subcommittee has been meeting and making progress on evaluating various service options, including formation of a County Service Area.

By order of the Vice Chair, the Commission received and filed the report.

9. EXECUTIVE OFFICER'S REPORT

A) CALAFCO Bulletin on SB 239 Implementation

By order of the Vice Chair, the Commission received and filed the report.

10. WRITTEN CORRESPONDENCE

None

11. ADJOURNMENT

The meeting was adjourned at 9:40 a.m. Next regular meeting: March 16, 2016.