

MINUTES OF THE BOARD OF DIRECTORS OF
WESTWOOD COMMUNITY SERVICES DISTRICT

November 2, 2020

7:00 p.m.

CALL TO ORDER

President Hasselwander called the meeting to order at 7:00 p.m.

ROLL CALL:

On roll call there were present Directors Binswanger, Escobar, Hasselwander, Young, General Manager Johnstun, Fire Chief Duerksen and Secretary Coffi.

Pledge of Allegiance

AGENDA APPROVAL

On motion of Director Binswanger, seconded by Director Escobar to approve the November 2, 2020 agenda.

Vote: Ayes: Directors Binswanger, Escobar, Young and Hasselwander

Absent: Director Compton

MINUTES:

On motion of Director Young, seconded by Director Binswanger to approve the October 5, 2020 minutes.

Vote: Ayes: Directors Binswanger, Escobar, Young and Hasselwander

Absent: Director Compton

FINANCIAL REPORT:

Summary: Prior to bank reconciliation

	<u>Oct 31, 20</u>
Checking/Savings	
11014 · WCSD Local Agency Split	841,205.51
11015 · Plumas Bank - Checking	31,796.50
11090 · Impress Cash	400.00
11095 · PERS Saving	50,376.41
111018 · Sewer II	18,009.70
111019 · Sewer #3	5,190.65
11155 · Fire Department Reserve	1,025.86
11157 · Fire Department Reserve 3	<u>1,027.43</u>
Total Checking/Savings	949,032.06

Vote: Ayes: Directors Binswanger, Escobar, Young and Hasselwander
Absent: Director Compton

General Manager Johnstun reported for the month of October, 2020

Fire Chief Duerksen reported for the month of October, 2020.

PUBLIC INPUT - This is the opportunity for anyone attending to address issues not on the posted agenda (no action can be taken).

MATTERS INITIATED BY THE BOARD

INFORMATION ITEM:

Discussed updating Personnel Manual

ACTION ITEMS:

On motion of Director Binswanger, seconded by Director Escobar to authorize updating Development Impact Fees.

Vote: Ayes: Directors Binswanger, Escobar, Young and Hasselwander

Absent: Director Compton

On motion of Director Young, seconded by Director Escobar to authorize advertising the position of Secretary

Vote: Ayes: Directors Binswanger, Escobar, Young and Hasselwander

Absent: Director Compton

On motion of Director Binswanger, seconded by Director Young to set the starting wage for the Secretary position of \$39,063.20.

Vote: Ayes: Directors Binswanger, Escobar, Young and Hasselwander

Absent: Director Compton

On motion of Director Young, seconded by Director Escobar that the interview committee consist of Directors Escobar and Compton/Hasselwander, Fire Chief Duerksen, General Manager Johnstun and Secretary Coffi.

Vote: Ayes: Directors Binswanger, Escobar, Young and Hasselwander

Absent: Director Compton

On motion of Director Binswanger, seconded by Director Escobar to authorize the purchase of a lot for the fire department not to exceed \$12,000.

Vote: Ayes: Directors Binswanger, Escobar, Young and Hasselwander

Absent: Director Compton

On motion of Director Binswanger, seconded by Director Escobar to approve the annual audit for fiscal year ending 6-30-20.

Vote: Ayes: Directors Binswanger, Escobar, Young and Hasselwander

Absent: Director Compton

Closed Session

The board came out of closed session at 8:16, job evaluation of General Manager was completed.

Vote: Ayes: Directors Binswanger, Escobar, Young and Hasselwander

Absent: Director Compton

ADJOURNMENT:

The meeting adjourned at 8:17 p.m. until the next regular meeting of December 7, 2020.



Susan Coffi, Secretary

APPROVED



Mary Hasselwander, President