

MINUTES OF THE BOARD OF DIRECTORS OF
WESTWOOD COMMUNITY SERVICES DISTRICT

June 7, 2021

7:00 p.m.

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

ROLL CALL:

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

AGENDA APPROVAL

On motion of Director Young seconded by Director Compton to approve the June 7, 2021 agenda.

Vote: Ayes: Directors Binswanger, Hasselwander, Young, Compton

Absent: Director Escobar

MINUTES:

On motion of Director Hasselwander, seconded by Director Young to approve the May 3, 2021 minutes.

Vote: Ayes: Directors Binswanger, Compton, Hasselwander, Young

Absent: Director Escobar

FINANCIAL REPORT:

Summary: Prior to bank reconciliation

	<u>May 31, 21</u>
Checking/Savings	
11014 · WCSD Local Agency Split	380,044.47
11015 · Plumas Bank - Checking	27,592.40
11018 · LAIF	701,475.61
11090 · Impress Cash	400.00
111018 · Sewer II	18,009.70
111019 · Sewer #3	5,190.65
11122 · WCSD CD	247.10
11155 · Fire Department Reserve	1,025.86
11157 · Fire Department Reserve 3	1,027.43
Total Checking/Savings	<u>1,135,013.22</u>

On motion of Director Young, seconded by Director Compton to approve the May 3, 2021 Financial Report.

Vote: Ayes Director Binswanger, Hasselwander, Young, Compton

Absent: Escobar

General Manager Johnstun reported for the month of May 2021

Fire Chief Duerksen reported for the month of May 2021

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

INFORMATION ITEMS:

ACTION ITEMS:

On motion of Director Compton seconded by Director Young to authorize updating Personnel Manual

Vote: Ayes: Director Binswanger, Hasselwander, Compton, Young

Absent: Director Escobar

Public hearing of Westwood Community Services District's 2021-2022 preliminary budget opened at 7:30 closed at 7:31

On motion Director Hasselwander seconded by Director Young to approve WCSD 2021-22 Annual Budget

Vote: Ayes: Director Binswanger, Compton, Hasselwander, Young

Absent: Director Escobar

On motion Director Hasselwander seconded by Director Compton to approve resolution 2021-05 setting the Tax Limitation

Vote: Ayes: Director Binswanger, Young, Hasselwander, Compton

Absent: Director Escobar

On motion Director Young seconded by Director Hasselwander to approve amended resolution 2021-06 adjusting water and sewer connections fees

Vote: Ayes: Director Binswanger, Compton, Young, Hasselwander

Absent: Director Escobar

Discussion and determine when time served longevity pay takes effect – no action taken

On motion Director Young seconded by Director Compton to authorize advertising the position of part time secretary

Vote: Ayes: Director Binswanger, Hasselwander, Young, Compton

Absent: Director Escobar

On motion Director Hasselwander seconded by Director Compton to determine starting wage at \$15.00 for part time Secretary

Vote: Ayes: Director Binswanger, Young, Hasselwander, Compton

Absent: Director Escobar

Form interview committee for position of part time Secretary – no action taken

On motion Director Hasselwander seconded by Director Young to approve Resolution 2021-04 drug free workplace policy

Vote: Ayes: Director Binswanger, Compton, Hasselwander, Young

Absent: Director Escobar

Approve agreement with Westwood Unified School District for WCSD management of Westwood Community Park – no action taken

On motion Director Compton seconded by Director Young to authorize office closure August 16th & August 17th due to annual audit

Vote: Ayes: Director Binswanger, Hasselwander, Compton, Young

Absent: Director Escobar

Authorize splitting the purchase price for a new heater for Westwood Museum not to exceed \$1500.00 – not action taken

On motion Director Hasselwander seconded by Director Young to approve the report of the District's General Manager on delinquent and unpaid charges for water and sewer services within the district

Vote: Ayes: Director Binswanger, Compton, Hasselwander, Young

Absent: Director Escobar

On motion Director Young seconded by Director Compton to set date for public hearing for WCSD delinquent accounts manager's report: Government Code Section 611 for August 2, 2021

Vote: Ayes: Director Binswanger, Hasselwander, Young, Compton

Absent: Director Escobar

ADJOURNMENT:

The meeting adjourned at 7: 51 p.m. until the next regular meeting of July 6, 2021


Brittany Handschumaker Secretary

APPROVED


Sheri Binswanger, President