

Minutes

Tennant Community Services District

13515 Tennant Road

Macdoel, Ca 96058

Tuesday, June 18, 2024

4:00 PM

CALL OF ORDER/ FLAG SALUTE

THOSE PRESENT: Dave Raymond- President, Debbie Rojas – Director, Larry Luers - Director

STAFF PRESENT: Andi McCarthy – General Manager/Secretary/Treasurer, Dave Horn- Water

There were 10 Tennant residents in attendance.

1. MINUTES – On a motion by Debbie Rojas and a second by Larry Luers, the minutes from the February 21, 2024, meeting were unanimously approved
2. PAYABLES – On a motion by Larry Luers and a second by Debbie Rojas, the payables from January 1, 2024 - May 31, 2024, were unanimously approved

STANDING COMMITTEE REPORTS

A. BUDGET AND FISCAL REPORTS – Not available

B. WATER/SEWER:

- a. Dave Horn advised that he has done the state water report. Roto-Rooter will come out Thursday to work on the leak behind 13819 Ridge Lane.

C. FIRE DEPARTMENT:

- a. The white truck is in David Raymond's yard awaiting a tune-up. The green truck is running well. Need to train additional people to run trucks as needed.

D. ADMINISTRATIVE:

- a. General Manager/Secretary/Treasurer hiring – See New Business
- b. Board openings and appointments – See New Business

NEW BUSINESS:

- A. Rick resigned from the Board effective 03/22/24
- B. Larry was appointed to the Board effective 05/21/24
- C. This is the resolution of the Tennant Community Services District Board of Directors calling a General Election to be held in its jurisdiction on November 5, 2024, for five District Board of Director seats; Requesting the Board of Supervisors order consolidation of this election with any other election conducted on said date; and requestion election services by the Siskiyou County Clerk and Registrar of Voters

**MOTION: Approve Resolution 2023-2024-01 Call of Election; Request to Consolidate; Request for County Services**

**Made by: Larry Luers      2nd by: Debbie Rojas      Passed unanimously**

- D. Vote to hire Andi McCarthy – Closed Session to follow this meeting to discuss hiring details

**MOTION: Hire Andi McCarthy as permanent General Manager/Secretary/Treasurer**

**Made by: Debbie Rojas      2nd by: Larry Luers      Passed unanimously**

- E. Vote to add Larry Luers as a signatory to bank accounts and add Andi McCarthy will Full Access to bank accounts except for signatory.

**MOTION: Add Larry Luers and Andi McCarthy to bank accounts; Add Larry Luers as a signatory in addition to current signatories, Debbie Rojas and David Raymond**

**Made by: David Raymond      2nd by: Debbie Rojas      Passed**

- F. Data Breach – By now many homeowners have received a letter from Jeffrey Chitwood, CPA, advising of a data breach. On May 23, 2024, following the Citizens gathering near the garden, Mr. Adams advised David Raymond that he had boxes of paperwork that he wanted him to come pick up at his residence. David picked them up and immediately brought the boxes to the office and turned them over to Andi McCarthy. Andi looked through the boxes and determined that it was the data for the 2017/18 and 2018/19 audits. This data includes copies of our homeowner's checks from paying their water bills, District check stubs and bills, payroll check stubs, etc. It also includes thumb drives with copies of our QuickBooks database and accounting spreadsheets. On May 24, 2024, Andi called our County Counsel who advised her to call Mr. Chitwood to find out what happened. Over the course of several phone calls, Mr. Chitwood advised that on or about May 7<sup>th</sup>, Mr. Adams came to his office presenting himself as someone who had the authority to pick up the District's paperwork, and Mr. Chitwood turned it over. Mr. Chitwood admitted that this was a mistake, and that further verification should have been done. Mr. Chitwood advised that he only recalls turning over one box to Mr. Adams for the year 2018/19 audit. He was unaware of Mr. Adams having 2017/18 audit paperwork. Our County Counsel advised that Mr. Chitwood would need to advise our homeowners of the data breach as it was his breach. The District has filed a complaint with the Sheriff's Office and several homeowners advised they were doing the same. The District will attempt to coordinate a meeting with the Sheriff's office and Mr. Chitwood and advise the homeowners when that meeting will take place.

**OLD BUSINESS:**

- A. Mouse House – We need a couple of people to form a committee to decide what to do with the Mouse House – Repair, replace, tear down
- B. Holm Hall – We need a group of volunteers to repair the South wall and porch

**PUBLIC PARTICIPATION:**

- A. Cindy Fernandez - Willow Lane still needs to be cleaned up – A suggestion was made to post a volunteer day to start the clean-up starting with the brush and debris. Falling trees will need to be done by those with experience since it is on District property and can become a liability
- B. Steve Foxworthy – Check with insurance to see if volunteers on district property need to be added to Workman’s Comp annually

CORRESPONDENCE AND ANNOUNCEMENTS:

- A. 4<sup>th</sup> of July Potluck at the store will be held on Saturday, July 6<sup>th</sup>. The meat will be provided by a generous homeowner. Bring a dish to share.
- B. Shasta Shadows cemetery clean-up day will be July 13<sup>th</sup> at 8am
- C. Shasta Shadows will announce when the fundraiser cookbooks are available for sale

SAFETY ISSUES/ACTIONS: Slow Down!!

- A. A suggestion was made to check with the County about 15 mph speed limit signs and bolt-down speed bumps that can be removed for winter. A reminder that we still have cows on the roads leading to Tennant and several deer with their babies roaming around within our town.
- B. One of our residents wanted the town to be aware that Mr. Adams is always carrying a gun.

ADJOURNMENT: Debbie Rojas made a motion and Larry Luers seconded.

The meeting adjourned at 5:00 PM.