

Herlong Public Utility District



Regular Board Meeting October 11, 2022

**THIS MEETING IS HELD PURSUANT TO EXECUTIVE ORDER N-29-20
ISSUED BY GOVERNOR GAVIN NEWSOM ON
MARCH 17, 2020
PUBLIC PARTICIPATION**

If you wish to make a general public comment or to comment on a specific agenda item, the following methods are available:

READ INTO THE RECORD AT THE MEETING: Submit your comment via email or drop box prior to the start of the meeting, provided that the reading shall not exceed three (3) minutes. Please state in your email that you would like this "read into the record". In those cases where the meeting author requests that the email be read aloud as though it were being delivered orally at the meeting, the email will be read aloud by the Board Clerk up to a maximum of three minutes. Comments received after the meeting has begun, will be placed into the record, and distributed appropriately. sandy@herlongpud.com

CALL TO ORDER: Director Everett called the meeting to order at 2:00pm.

FLAG SALUTE: Director Everett led out the pledge to the Flag.

ROLL CALL: Director Ayers, Director Everett, and Director Swistowicz were all present. Director Harris zoomed in 2:10pm and Director Johnson zoomed in at 2:20pm. All board members were present.

Director Everett presents the GM, Mrs. Raffelson with a certificate and gift card for 17 years of outstanding service.

APPROVAL OF AGENDA: Director Ayers made a motion to approve the agenda, and Director Everett seconded. The motion carried: roll call vote: Aye Votes: Ayers, Everett, and Swistowicz; Nay votes: None, Absent: Harris and Johnson

PUBLIC COMMENT: Tom Traphagan congratulated the District on its great infrastructure and staff. With the infrastructure HPUD has in place, South County should be able to grow because of it. Tom feels we have an award-winning system and if we do not micromanage the system, it should work great to build upon.

Nancy Leis handed out a paper to the Board members with information on skelly rights. She asked the board to review and possibly get back to her and she would inform her attorney.

FIRE DEPARTMENT: 15 Calls in September, Volunteers have been making monthly meetings and training at the office with GM. Director Everett requested information to be shared with the entire board for future discussion of ways to separate the fire department from the rest of HPUD District.

RESOLUTION 2022-04: This is the seconded review and possible action on annual special tax for the fire suppression, protection, and emergency medical response services (Measure A) for fiscal year 2023. Director Ayers position has not change, he feels the ratio of tax from improved vs unimproved should be more, since most our calls are

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medical. Director Swistowicz position has changed from last month from increasing every rate by 3% to not increasing any rate and keeping steady at the same rate because he feels the District is hoarding money. Director Swistowicz voiced his opinion on other aspects of the department and Director Ayers called for a point of order to bring back to the Board what the Board was voting on. Director Swistowicz made a motion to keep the rate the same and Director Johnson seconded the motion. The motion carried: roll call vote: Aye Votes: Swistowicz, Harris, and Johnson; Nay votes: Ayer and Everett; Absent: None.

MINUTES: Director Ayers made the motion to approve September 13th, 2022, Board minutes, Director Harris seconded the motion. The motion carried: roll call vote: Aye Votes: Ayers, Everett, Swistowicz, Harris, and Johnson; Nay votes: None, Absent: None.

FINANCIALS: Director Swistowicz made a motion to receive and file August 2022 Financial report and Director Everett seconded the motion. The motion carried: Aye Votes by roll call: Ayers, Everett, Swistowicz, Harris, Johnson; Nay votes: None, Absent: None

NEW BUSINESS

BILLING ADJUSTMENT, POLICY 3039: According to Policy 3039 the District may grant approval of a one-time billing adjustment of the water fees when an excessive bill is caused by a water leak and the owner has corrected the problem. Resident at 127 Tamarack is requesting a waiver from this Board. Director Ayers made a motion to waive \$282.00 for excessive water use for residents at 127 Tamarack, Director Everett seconded the motion. The motion carried: roll call vote: Aye Votes: Ayers, Everett, Swistowicz, Harris, and Johnson; Nay votes: None, Absent: None.

AWARD BID FOR WPV INFRASTRUCTURE PROJECT: One bid was presented to the Board for award from Rapid Construction, Inc. Two bids were received, but one bid was not properly signed and was rejected. Director Everett made a motion to award bid plus Additive Alternate A to Rapid Construction, Director Swistowicz seconded the motion. The motion carried: roll call vote: Aye Votes: Ayers, Everett, Swistowicz, Harris, and Johnson; Nay votes: None, Absent: None.

SHAW ENGINEERING UPDATED AGREEMENT: Board reviewed and approved Director Everett to sign Shaw Engineering agreement for administration of project for \$785,000. Director Swistowicz made a motion to approve, and Director Johnson seconded the motion. The motion carried: roll call vote: Aye Votes: Ayers, Everett, Swistowicz, Harris, and Johnson; Nay votes: None, Absent: None.

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GM REPORT:

WPV – Proposed Project Schedule

Bid Award Tuesday October 11

Contractor Returns Contracts by Friday October 21

Notice to Proceed/Preconstruction Meeting Tuesday October 25

ELECTION – Because of elections falling on the same day as our next board meeting, I have had a request from Board members to cancel the November Regular Board meeting and have a special board meeting on another date. Unfortunately, as of today, I do not have a date that might work for staff, so will be sending out an email for a future November special meeting, if necessary.

GREEN WAY – At the Sierra Alliance Meeting, Pete from the County spoke and reported that the County was trying to get our sidewalk in for the Green Way before the snow flies this year.

3:10pm Board took a ten-minute break before going into Closed Session.

ENTERED CLOSED SESSION AT 3:20PM

CLOSED SESSION ENDED AT 4:38PM. The Board Reported that they had Completed the GM annual review.

The Board took a vote to increase GM pay by one step (to step 2) and exercise the additional 2-year contract option for the current GM. Director Ayers made the motion and Director Everett seconded the motion. The motion carried: roll call vote: Aye Votes: Ayers, Everett, Harris, and Johnson; Nay votes: Swistowicz, Absent: None

DIRECTOR'S UPDATES: None.

ADJOURNMENT: Meeting adjourned at 4:40pm



John Everett, President

ATTEST TO:



Lain Ayers, Board Secretary