

# Herlong Public Utility District



## Special Board Meeting June 4, 2024

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**CALL TO ORDER:** Director Swistowicz called the meeting to order at 5:30 PM.

**FLAG SALUTE:** Director Swistowicz led the flag salute.

**ROLL CALL:** Director Swistowicz called roll call. Director Johnson, Director Reed, Director Swistowicz and Director Flores were all present. Director Harris was absent.

**APPROVAL OF AGENDA:** Director Reed made a motion to accept the agenda as written, Director Johnson seconded the motion. Aye votes: Johnson, Swistowicz, Flores and Reed. Nay votes: None; Absent: one.

**PUBLIC COMMENT:** None

**FINANCIALS:** Director Johnson made a motion to accept Financials as presented, Director Reed seconded the motion. Aye votes: Johnson, Reed, Flores and Swistowicz. Nay votes None; Absent one. Director Flores made a motion to approve and file 2023 Director and Staff fees, Director Reed seconded the motion. Aye votes: Johnson, Reed, Flores and Swistowicz. Nay votes None; Absent one.

**MINUTES:** Director Flores made a motion to accept the April minutes as presented; Director Johnson seconded the motion. Aye votes: Flores, Johnson, Swistowicz and Reed. Nay votes: None; Absent: One.

**MASTER PLAN FINAL REVIEW:** Master Plans were presented to each Board member with all corrections and updates. Owen, from Shaw Engineering brought them over to the canceled board meeting last week and left them for the board.

**FIRE DEPARTMENT UPDATES:** Medical Tuesday training went over landing zone training with air methods/SEMSA air. This was very beneficial for our Volunteers. Captain Mike Price went over the Countywide Wildland Day. Only 2 Herlong Volunteers went with truck 1020. Practice suction and pump training and laying hose for wildland fire. Director Reed asked about a retirement party or BBQ/cake for retired Chief White.

### **NEW BUSINESS:**

**REQUEST FOR PROPOSALS FOR GENERAL LEGAL COUNSEL SERVICES:** RFP stated HPUD had until June 25<sup>th</sup> to announce their decision. Director Flores asked to table this until the next regular meeting, Director Reed seconded the motion. Aye votes: Johnson, Reed, Flores and Swistowicz. Nay votes None; Absent one.

**REQUEST FOR PROPOSALS FOR WATER AND WASTEWATER RATE STUDY:** Director Flores suggested HPUD go with SUSP/CRWA because CRWA has always been helpful and supportive of HPUD. Director Flores made the motion to accept SUSP proposal of \$26,980;

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Director Reed seconded the motion. Aye votes: Johnson, Reed, Flores and Swistowicz. Nay votes None; Absent one.

### **OLD BUSINESS:**

**CROSS CONNECTION CONTROL PROGRAM:** In your Board packet is a copy of cross connection control program and Ordinance No. 7; Director Reed made a motion to approve, Director Flores seconded; Aye votes: Johnson, Reed, Flores and Swistowicz. Nay votes None; Absent one. Roll Call vote was taken for Ordinance No. 7 and passed 4 ayes, 1 absent.

**ANNUAL REVIEW OF POLICY 2330:** Director Flores asked to table this item until regular board meeting; Director Reed seconded the motion. Aye votes: Johnson, Reed, Flores and Swistowicz. Nay votes None; Absent one.

### **GM REPORT:**

- **Sierra Alliance Meeting** was held at HPUD on May 29<sup>th</sup>
- **Field Trip** was May 16<sup>th</sup> with Mrs. Haut 1<sup>st</sup> and 2<sup>nd</sup> graders
- **Customer Assistance Program** – knowing the Board wishes to help fixed income individuals with their water/wastewater bills, I spoke with our Attorney about any monies HPUD could use to assist our customers. The only monies HPUD currently has available to support an assistance program is the monies HPUD received from Digital Path, \$2400 annually. Director Reed suggested that individuals get grants, and the customers apply for the free monies themselves.
- **Greenway** – I have requested 5 prisoners to help complete the fence on the greenway, Warden has approved it, but their Higher up is yet to approve it. Director Reed suggested getting an Eagle Scout to help or make their scout project the greenway.
- **EMS Week 50<sup>th</sup> Anniversary** - NorCal EMS mailed HPUD Certificate in appreciation.

### **DIRECTORS UPDATES:**

**Flores:** Summer help, water connection

**Johnson:** crickets

**Reed:** None

**Swistowicz:** None

**ADJOURNMENT:** Director Flores made a motion to adjourn at 6:40PM. Director Reed seconded. Aye votes: Reed, Swistowicz, Flores, and Johnson. Nay votes: None. Absent: One

Handwritten signature of Erinn Reed in blue ink.

Erinn Reed, Secretary

ATTEST TO:

Handwritten signature of Sandy Seifert-Raffelson in blue ink.

Sandy Seifert-Raffelson, GM

