

Herlong Public Utility District



Regular Board Meeting September 12, 2023

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 5:30 PM.

FLAG SALUTE: Director Everett led the pledge of allegiance.

ROLL CALL: Director Johnson, Director Flores, Director Swistowicz, Director Harris, and Director Everett were present.

APPROVAL OF AGENDA: Director Johnson made a motion to approve the agenda. Director Harris seconded. Aye votes: Everett, Harris, Swistowicz, Flores and Johnson. Nay votes: None. Absent: None.

PUBLIC COMMENT: Customer Okran Fern had, prior to the meeting, submitted to GM Sandy Seifert-Raffelson a comment inquiring if HPUD would be able to hire a security firm to patrol the area. Okran, a business owner, has experienced theft with incidents requiring law enforcement involvement.

Customer Randi Kaarbo submitted a comment in person and spoke about signing up as a new customer on 7/28/23. She informed the Board she has received no follow-up communication since and is frustrated. She wants something in writing. Her concern is the necessary construction at her location will not be completed prior to winter. She cannot disconnect her well until she has all the details. What information she has been given is contradictive and unspecific. Engineer Paul Winkelman was present and spoke to Rapid's schedule, letting the group know they have left the project but are slated to return at the end of October when Q&D has finished the roads/driveways. He will put her concern on the agenda for construction meeting Thursday, September 14. Paul was able to provide some specs and supply details to Randi, assuring her a 1" pipe is sufficient to serve her house if irrigation is not involved. Randi stated this should be a West Patton Village project, not just for Title 9; Mountain View and Hillcrest are getting nothing. She wants someone to check into pricing, as she feels it is unfair to raise rates when she and her neighbors are not receiving services or improvements, only a damaged road and blocked access. She asked for some clarity. Director Swistowicz told her the project is being done because aging, breaking sewer lines were a health hazard. When all this began over five years ago, they had to budget for what was affordable for the District. It ended up being a fully sponsored grant but there was only so much money to be awarded. He apologized that while able to answer the question he was not certain it would satisfy her. He expressed that the Board plans to pursue additional grants in the future to create new programs and expand. Randi wanted to know why driveways were a priority. Director Johnson made a point of order, reminding the group Public Comments are limited to 3 minutes. She asked this topic be brought to the Board at a later date when time would allow them to explore the matter in depth.

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WPV PROJECT: Paul Winkelman gave an update. To date, \$7,500,000 has been spent, approximately 74%. Time wise the project is 83% done. October 29, 2023 is the substantial complete date for Rapid. From there they have 14 days to finish up any remaining tasks. The next phase (“pull & pave”) is finishing concrete. Milling begins on Manzanita, September 13th. There will be no parking on the road where the work is taking place. The first Q&D crew will begin by digging up the street. They are removing all asphalt and the 9” of material below. A second crew behind them lays the road base. It is built up to 3” of concrete where they will connect it to driveways. Paving is happening October 2nd-6th. The entire project site will be done in that time. After which Rapid returns, raises manholes to surface and complete any unfinished work. Paul made mention of how wonderful the community has been given the mayhem, stating it’s impressive.

Director Flores asked who pays for the base. He had been told it cost \$200,000. Paul answered Lassen County is footing the bill for the base material. The GM noted, the item goes before the County Board of Supervisors for a vote this month. Director Flores wanted to know what happens if it’s denied. GM said there is money in the grant to cover the expense.

The group discussed the irrigation pond being installed with the intent of getting water off Tamarack. Currently Rapid is set to perform the work. GM reviewed the grind schedule: Manzanita, Juniper, Pines, Aspen, Spruce to Fir, Tamarack. There will be no vehicle access (on the respective road) from 7:00 AM to 5:00 PM Monday through Friday during construction activities. Paul again thanked the Board and customers, expressing appreciate for the community and their patience. There are about 2 months left of this at the end of which there will be a great benefit to West Patton Village.

FINANCIALS: Director Everett read the review statement from CSDA CPA Rick Wood who found the District to be in a strong fiscal position at the end of the second quarter. GM asked that the Board receive and file June financials and approve the WPV Project checks being issued to Rapid Construction-\$486,072.25 (\$187,543.62 sewer, \$298528.63 water) and Shaw Engineering-\$85,000 (\$42,032.50 sewer, \$42,967.50 water). Director Everett requested a motion. Director Flores made a motion to approve payments to Rapid and Shaw. Director Harris seconded. Director Everett asked for approval to approve second quarter financials. Director Johnson moved to approve. Director Everett seconded. Aye votes: Everett, Harris, Swistowicz, Flores and Johnson. Nay votes: None. Absent: None.

RECESS: Director Everett called for a 5-minute recess at 5:55 PM prior to Closed Session.

CLOSED SESSION: Closed Session began at 6:15pm. The Board reported out at 7:42pm The Board members present unanimously approved the Insurance and Attorney recommendations of settlement Agreement and General Release to settle the lawsuit and resolve all claims in the lawsuit brought in federal court titled Nancy Leis v. Herlong Public Utility District, Sandy Seifert-

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Raffelson, Case N. 2:22-cv-02156-MCE-JDP. The essential terms of agreement are that Ms. Leis will dismiss the lawsuit and waive all claims in exchange for the sum of \$80,000. No fault was established in this case and Ms. Leis and the Board are bound by this agreement not to discuss it outside of close session.

The Board authorized the General Manager to send a Rejection of Claim of the Case Cari McCormick vs. Calpers, Lake County, the State, and all special districts.

MINUTES: The minutes were presented from August 8th, 2023, Board Meeting. Director Swistowicz made a motion to approve the minutes as presented; Director Everett seconded the motion. Aye votes: Everett, Harris, Flores, and Johnson. Nay votes: Swistowicz. Absent: None.

FIRE DEPARTMENT: Reviewed the Fire Department report and discussion of a date for fire Workshop. Director Swistowicz asked to have the Fire Workshop on Wednesday, October 18th, at 1pm – 3pm. GM will put together an agenda for the workshop.

GM REPORT:

Wastewater: Q & D have completed 4 out of 5 days of cleaning the wastewater lines in uptown Herlong. There is one site, that is on the customer side that SIRCO needs to repair, and they have found 2 areas to “watch” that may cause the District problems in the future.

Director Training: Staff was asking for clarification of Director Trainings in the future. Directors all seemed to prefer Zoom or webinar training instead of traveling for training. Questions were asked if the TV was a smart tv, so we could use the internet on the TV.

Rate Facts: Facts were presented to the Board on what past Boards and current Boards have agreed to; to complete this project. SRF (State Revolving Loan Fund) is prop 1 and prop 68 monies. By receiving these monies, the District agrees to charge 1.5% of the medium household income. Mr. Williams put together Resolution 2019-03 and Resolution 2019-04 with these guidelines in mind and the District proposed these rates according to prop 218 in 2019.

GM Raffelson went over what staff had researched and put together for individual funding for individual bills to help customers with the current rate increase.

The Board discussed possible cost study and adding water lines for fire protection and replacing sewer lines and adding to sewer plant.

DIRECTOR'S UPDATES:

Director Everett: congratulations on bike path, when can we complete the rest?

Director Harris: none

Director Swistowicz: none

Director Flores: asked about student internship for Herlong.

Director Johnson: Saturday home football game

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ADJOURNMENT: Director Flores made the motion to adjourn the meeting at 8pm; Director Swistowicz seconded the motion. Aye votes: Everett, Harris, Swistowicz, Flores and Johnson. Nay votes: None. Absent: None. Motion carried.



John Everett, President

ATTEST TO:



Tammy Jacobs, District Clerk