

# Herlong Public Utility District



## Regular Board Meeting January 10, 2023

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**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](mailto:sandy@herlongpud.com)

**CALL TO ORDER:** Director Everett called the meeting to order at 11:00AM.

**FLAG SALUTE:** Director Everett led the pledge of allegiance.

**ROLL CALL:** Directors Everett, Director Swistowicz, Director Harris and Director Johnson were all present.

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

**PUBLIC COMMENT:** None submitted or brought forth in person.

**OATH OF OFFICE:** Mr. Flores, Mr. Harris and Mrs. Johnson were sworn in and given their Certificate of Election and Oath of Office.

**FIRE DEPARTMENT:** Director Swistowicz commented on the newly purchased brush fire truck being left outside while parked at Chief White's place of residence. It was agreed upon that an expensive piece of equipment should not continually be left out in the elements. Director Flores recommended acquiring a cover.

Director Flores requested he be part of the next Fire Department meeting and/or training session in an effort to educate himself on trade terminology. He stated his goal is to learn more and increase recruitment. Director Johnson said she saw the merit in having board members sit in on a training. There was a discussion as to whether the presence of community or board members would be a distraction. Director Johnson asked that the topic be placed on the agenda for February's meeting so that the Board can vote on an "observation only" attendance. Director Flores seconded. Aye votes: Everett, Harris, Swistowicz, Flores and Johnson. Nay votes: None. Absent: None.

**MINUTES:** December 13, 2022, Meeting Minutes were presented. Director Swistowicz made the motion to approve Board minutes. Director Johnson seconded the motion. The motion carried. Aye Votes: Everett, Harris, Johnson and Swistowicz. Nay votes: none. Abstain: Flores. Absent: none.

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## **NEW BUSINESS**

**NOMINATIONS:** Director Johnson nominated Director Everett for President of the Board. Director Swistowicz nominated Director Flores for President. Director Harris seconded the nomination of Director Everett as President. A vote was taken for Director Everett's nomination. Ayes: Everett, Harris and Johnson. Nays: Flores and Swistowicz. Absent: None. Seeing as no one seconded the nomination of Director Flores, the motion failed. Director Everett won the vote.

Director Everett nominated Director Johnson for Vice President of the Board. Director Swistowicz nominated Director Harris for Vice President. Director Harris declined nomination and seconded Director Johnson as Board Vice President. Director Everett asked that a vote for the nomination of Director Johnson for Vice President be taken. Ayes: Everett, Harris and Johnson. Nays: Flores and Swistowicz. Absent: None. Director Johnson was duly appointed Vice President of the Board.

Director Harris nominated Director Swistowicz for Secretary of the Board. Director Flores seconded. Aye votes: Everett, Harris, Swistowicz, Flores and Johnson. Nay votes: None. Absent: None.

**ORGANIZATION MEETING POLICY:** Per policy, the Board Meeting schedule is annually reviewed. Director Johnson suggested a time change to 4:00 PM to better accommodate members who work at SIAD. Director Flores recommended placing an item in the Newsletter asking for community input.

Ken Mallory of SPB Utility spoke to the needs to the public. He pointed out how it is not possible to accommodate everyone; but in his experience with dozens of water districts across the west, a late afternoon time slot is best attended.

Director Johnson moved for a change to schedule 2023 Board Meetings at 5:30 PM on the second Tuesday of each month. Director Flores seconded. Ayes: Everett, Harris, Swistowicz, Flores and Johnson. Nays: None. Absent: None.

**CORRESPONDENCE:** None

## **OLD BUSINESS**

**WPV PROJECT UPDATES:** General Manager Sandy Seifert-Raffelson updated the Board on WPV Project progress and shared that a binder is being kept with daily field reports.

Director Flores asked that an item be placed in the Newsletter letting the public know these records are available for review at the Administrative Office, citing a need to ensure the community is aware all goings on are transparent.



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The GM requested the Board approve the monthly Shaw Engineering invoice for payment.

Director Swistowicz mentioned the holes in the road being used as the Tamarack detour. The GM let him know she had discussed the issue with the engineer on Saturday, January 7<sup>th</sup> and the crew was working to making repairs.

Director Flores requested a Change Order wanting to know if these road repairs would incur additional charges outside the original bid amount. The GM stated that the repairs are included in the package.

Director Everett made a motion to approve the payment of the Shaw invoice. Director Harris seconded. Ayes: Everett, Harris Swistowicz, Flores and Johnson. Nays: None. Absent: None.

**GM Report:**

Director Swistowicz asked why financials were not included with the January Board Packet. The GM advised September reports would be available at the February meeting, and that fourth quarter are to be included in March packet.

**CLOSED SESSION:** Director Everett called for adjournment of the public meeting at 12:00PM and the Board moved to Closed Session, which ended at 12:40PM with no reportable action.

**DIRECTOR'S UPDATES:** (From reconvened Open Session)

Director Flores wants tour of District with Supervisor Jason Ingram and Director Swistowicz.

Director Swistowicz - None

Director Harris - None

Director Johnson - Vocalized appreciation for how hard staff works.

Director Everett - Commented on Light Show in Doyle for the holidays, reminded everyone of neighborhood watch meetings, wanted to know what was happening with the SIAD laundromat.

GM - Briefed directors on Sierra Alliance meeting held 18<sup>th</sup> of January at the Chapel.

**ADJOURNMENT:** Meeting adjourned at 1:07 PM

  
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John Everett, President

**ATTEST TO:**

  
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Tammy Jacobs, District Clerk