

Herlong Public Utility District



Regular Board Meeting August 19, 2025

CALL TO ORDER: Director Everett called the meeting to order at 5:30pm.

FLAG SALUTE: Director Everett led the flag salute.

ROLL CALL: Those present: Director Kessler, Director Harris and Director Everett. Absent: Director Flores and Director Johnson.

APPROVAL OF AGENDA: Motion made by Director Kessler to approve the agenda as presented. Director Harris seconded the motion. 3 Ayes: Director Kessler, Director Harris and Director Everett. 0 Noes. 2 Absent: Director Flores and Director Johnson.

PUBLIC COMMENT: There were no public comments.

MINUTES: Motion made by Director Kessler to approve July 22, 2025, minutes as presented. Director Harris seconded the motion. 3 Ayes: Director Kessler, Director Harris and Director Everett. 0 Noes. 2 Absent: Director Flores and Director Johnson.

FINANCIALS: Motion made by Director Everett to approve and file the July 2025 Financial Statements as presented. Director Kessler seconded the motion. 3 Ayes: Director Kessler, Director Harris and Director Everett. 0 Noes. 2 Absent: Director Flores and Director Johnson.

SHAW ENGINEERING: Owen Wurgler updated the Board on the Elevated Tank Recoating Project. His recommendation was to accept the bid from Unified Field Services of \$446,880.00. Motion made by Director Everett to except the bid for Unified Field Services. Director Kessler seconded the motion. Roll call vote taken: 3 Ayes: Director Kessler, Director Harris and Director Everett. 0 Noes. 2 Absent: Director Flores and Director Johnson.

FIRE DEPARTMENT UPDATES: *14 calls in July:* Volunteers responded to 9. *Fire Command truck* (Chief Truck #1000) is at the mechanic shop in Johnsonville having repairs done that the Board authorized. Mechanical work is done, we are waiting on the replacement of the driver's seat. *Volunteer meeting* conducted by GM on Tuesday 8/12 with all 3 volunteers attending. We discussed being respectful to each other and properly caring for Herlong equipment. We took training on fire extinguishers and the new letter coding. Afterwards, the volunteers went down to the fire barn and worked on cleaning and expecting the equipment. GM also discussed possibility of an annual open house at the fire barn to promote Herlong Volunteer Fire Department to the community and possibility of new volunteers. *SIAD* will be here on Friday to program the new radios. *Volunteer information:* GM attached a copy of Tehama County Fire Department Volunteer information and application for your review. *Stipends:* Board asked GM to look into stipends for Volunteers: so far the response has been 2 with no stipends and one that pays \$10.00 per call. *Part-time Fire Chief* advertising has begun. All 3 members of the Herlong Volunteer Fire Department attended the Board meeting.

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RECOGNIZE EMPLOYEE'S ANNIVERSARY: Royce Shields was recognized for having been employed by HPUD for 8 years and was awarded a Certificate of Achievement.

RESOLUTION 2025-02 CROSS CONNECTION ENFORCEMENT PLAN: The GM presented the Board with a recommendation from the State Water Resources Board for HPUD's Cross Connection Plan which has been reviewed by HPUD's attorney. Motion made by Director Everett to accept RESOLUTION 2025-02 CROSS CONNECTION ENFORCEMENT PLAN as worded. Director Harris seconded the motion. Roll call vote taken: 3 Ayes: Director Kessler, Director Harris and Director Everett. 0 Noes. 2 Absent: Director Flores and Director Johnson.

Director Johnson joined the meeting. She had difficulty joining the Zoom meeting.

WRITTEN CORRESPONDENCE: *July's newsletter, 911 Memorial Stair Climb Challenge flyer, and SDRMA letter* congratulating HPUD for having no worker's comp claims for 2024-25.

GM REPORT: LAFCO – At last board meeting they voted to keep Todd and Mindy as the Chair and Vice-Chair of Lassen LAFCO. At the October 20th board meeting LAFCO will again discuss adding a special district board member to their board. Lassen County is one of two in the State that do not have special districts represented on their Board. This will of course cost each district a small percentage. LMUD and HPUD will be the biggest stakeholders and a board member from one of these two districts would be preferred. LAFCO board voted to only have special district split 15% of the total year cost instead of the 30% the County and City pay. Wastewater property: Staff has ordered proper signage for the wastewater property to try and detour those who want to dump or sleep on our property. Once signs arrive staff will install them. GM has instructed staff to look into the county easements on our property. Pole Line Road seems to dead end to our property and not sure if the properties behind the District are landlocked or there is a proper easement filed. GREENWAY: Sign and bench are on their way. We are working on repairing the current 2 benches on the greenway and have purchased a sign and bench to be installed when they arrive. Staff hope to repair water lines in the next 60 days, so community and staff can plant trees in September/October. CSDA annual conference: GM will be out of the office August 25-29 for the conference which includes SDRMA and SDFL Board meeting. SDRMA will pay all my cost for this educational experience. Next Board meeting 9/23/2025

DIRECTOR UPDATES: There were no Director Updates.

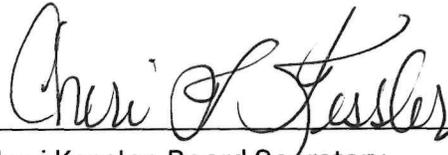
ADJOURNMENT: Director Everett adjourned the meeting at 6:51pm.

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ATTEST TO:



Cheri Kessler, Board Secretary



Barbara D. Lee, District Clerk