Herlong Public Utility District

Regular Board Meeting September 22, 2026

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 Rodriguez, Director Turek, Director Bowman, Director Johnson and Director Everett.

APPROVAL OF AGENDA: Motion made by Director Bowman to approve the agenda with addition of 7(c) [Possible amendment to the fencing contract]. Director Johnson seconded the motion. 5 Ayes: Director Rodriguez, Director Turek, Director Bowman and Director Johnson and Director Everett. Nays: 0.

PUBLIC COMMENT: There were no public comments.

MINUTES: Motion made by Director Turek to approve the minutes for the August 18, 2026, meeting as presented. Director Rodriguez seconded the motion. 5 Ayes: Director Rodriguez, Director Turek, Director Bowman and Director Johnson and Director Everett. Nays: 0.

FINANCIALS: ***a)*** Motion made by Director Johnson to approve and file the August 2026 Financial Statements as presented. Director Bowman seconded the motion. 5 Ayes: Director Rodriguez, Director Turek, Director Bowman and Director Johnson and Director Everett. Nays: 0. ***b)*** Motion made by Director Turek to ratify a check to Simerson Construction for additional cost of materials for repairs to main located at SIAD laundry mat. Director Rodriguez seconded the motion. 5 Ayes: Director Rodriguez, Director Turek, Director Bowman and Director Johnson and Director Everett. Nays: 0. ***c)*** Motion made by Director Johnson to amend the fencing contract amount from $127,000 to $135,000, payable to Exterior Renovations, due to added fees to them. Director Bowman seconded the motion. 5 Ayes: Director Rodriguez, Director Turek, Director Bowman and Director Johnson and Director Everett. Nays: 0.

REVISED 2026 BUDGET: GM Raffelson went over adjustments made to the 2026 budget. Motion made by Director Johnson to accept the 2026 Mid-year revised budget. Director Turek seconded the motion. 5 Ayes: Director Rodriguez, Director Turek, Director Bowman and Director Johnson and Director Everett. Nays: 0.

FIRE DEPARTMENT UPDATES: *HVFD Calls:* There were 11 calls in August, all medical with 1 lift assist. *Training:* A "Shock" Medical Tuesday was held in Susanville with no HVFD members in attendance. Captain Price was attending Lassen College Fire Science classes. *Recognition Awards Program:* Director Everett and Chaplin Everett put a recognition packet together (included in the Board packet) to encourage new and existing volunteers.

Monthly Report: Enosh spoke on continued fire season, gas leak at SIRCO housing, monthly training consisted of cleaning up the Fire Barn/apparatus training, fatality call the volunteers were on and the 9-11 ceremony held in Susanville. *Monthly Meeting:* GM Raffelson and Captain Price went over the debriefing information presented by Chaplin Everett. While the volunteers are encouraged to debrief after calls, they cannot be forced to do so. *Medical Tuesdays:* No one was able to attend. *Cell Phone Policy:* Volunteers were reminded not to use cell phones on calls for personal use. *Recognition Awards Program:* GM Raffelson gave further information regarding these programs.

POLICY 2020 - VACATIONS: Board reviewed Policy 2020, particularly Sections 2020.4 and 2020.5. Director Bowman requested information from other districts on policy wording. Motion made by Director Turek to table decision on Policy 2020 until the next meeting. Director Rodriguez seconded the motion. 5 Ayes: Director Rodriguez, Director Turek, Director Bowman and Director Johnson and Director Everett. Nays: 0.

GM REPORT: *State Mandated SB827:* SB827 requirements need to be completed by January 1, 2028, by all financially responsible members of HPUD. CSDA is offering this class in Redding on October 27th, which is the date of the next Board meeting. The class would be over by noon allowing Board members to be back in time for the meeting. Other opportunities will be available if Board members decide not to attend this class. *Construction Updates:* Jason Colbert Construction started repairs to the plant sewer lines on September 14th and things are moving quickly. *SFT Grant Audit:* The audit was completed and a reimbursement check in the amount of $3,600 has been mailed to CSWRCB. *District Clerk Hours:* Barbara Lee will work 3 days a week and continue doing Board meetings. *Employee Recognition:* GM Sandy Raffelson was recognized for her 21 years of service and presented with a certificate. *Next Board Meeting:* October 27, 2026.

DIRECTOR UPDATES: *Director Rodriguez:* SIRCO had a successful barbecue on Sept. 18th for the community. *Director Bowman:* Information on football and volleyball games. Fencing for Sierra Primary has been completed. Sierra Primary will be going to Wemple's Pumpkin Patch on October 6th. *Director Johnson:* CalTrans will be holding meetings regarding the Hwy 395 project. There will be one held in Doyle, October 19th from 4:30 to 6:30. *Director Everett:* Gave further information on the CalTrans projects. Market Monday at the local church with Food pantry on the second and forth Saturdays of each month.

DESINATION OF REPRESENTATIVE FOR THE DISTRICT: Motion made by Director Turek to appoint Director Everett to be the district representative and negotiate with the General Manager. Director Bowman seconded the motion. 4 Ayes: Director Rodriguez, Director Turek, Director Bowman and Director Johnson and Director Everett. Abstain: 1 Nays: 0.

MEETING BREAK: Five-minute break from 6:30pm to 6:35pm.

CLOSED SESSION: Board in closed session from 6:35pm to 7pm.

REPORT FROM CLOSED SESSION: The Board considered changes in the GM Raffelson employment agreement in Section 9: Sick, Vacation, Holiday to include verbiage that states Mrs. Raffelson is entitled to roll her sick leave into CalPERS Retirement when she leaves according to HPUD Policy 2040. Mrs. Raffelson shall accrue vacation time for the entire period of her employment with the District without any maximum accrual cap and such vacation time can be used before retirement or paid out in full when her employment with the District ends. Motion made by Director Rodriguez to accept changes in GM employment agreement in Section 9 only and give GM Raffelson a step increase. Director Everett seconded the motion. 5 Ayes: Director Rodriguez, Director Turek, Director Bowman and Director Johnson and Director Everett. Nays: 0.

ADJOURNMENT: Director Everett adjourned the meeting at 7:03pm.

ATTEST TO:

Bryanna Rodrigeuz, Secretary

Barbara D. Lee, District Clerk