

Herlong Public Utility District



Regular Board Meeting November 18, 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, Director Johnson and Director Everett.

APPROVAL OF AGENDA: Motion made by Director Johnson to approve the agenda as presented. Director Harris seconded the motion. 4 Ayes: Director Kessler, Director Harris, Director Johnson and Director Everett. Noes: 0.

PUBLIC HEARING ON PROPOSED WATER AND SEWER RATES AND CONSIDER APPROVING ORDINANCE 2025-09 ESTABLISHING WATER AND SEWER RATES: Hearing opened at 5:35. There was one written by Jim Swistowicz and one verbal opposition by Cindy Leonard to the rate change. A discussion was held but, being less than 51% opposed to the rate change the hearing was closed at 5:56pm. Rate change will take effect on the January 2026 billing. Motion made by Director Johnson to adopt Ordinance 2025-09. Director Harris seconded the motion. Roll call vote taken: 4 Ayes: Director Kessler, Director Harris, Director Johnson and Director Everett. Noes: 0.

PUBLIC COMMENT: There were no public comments.

MINUTES: Motion made by Director Kessler to approve October 28, 2025, minutes as presented. Director Johnson seconded the motion. Director Harris seconded the motion. 4 Ayes: Director Kessler, Director Harris, Director Johnson and Director Everett. Noes: 0.

FINANCIALS: Motion made by Director Everett to approve and file the October 2025 Financial Statements as presented. Director Harris seconded the motion. 4 Ayes: Director Kessler, Director Harris, Director Johnson and Director Everett. Noes: 0.

SHAW ENGINEERING: Owen Wurgler presented a report on progress of the Elevated Tank Project. Motion made by Director Everett to pay United Field Service Corp. their second installment in the amount of \$224,735.00. Director Harris seconded the motion. Director Harris seconded the motion. 4 Ayes: Director Kessler, Director Harris, Director Johnson and Director Everett. Noes: 0.

FIRE DEPARTMENT UPDATES: *HVFD Calls:* 7 calls in October, all were medical calls. *Medical Tuesdays:* 2 volunteers attended. *EMT Training:* Refresher course was available through Lassen Community College, Nov 8-15, 2025. *Building repairs:* The garage door repair scheduled for end November to finish repairs on the railings.

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FIRE DEPARTMENT UPDATES con't.: *HVFD new volunteer:* Deven Cunningham's drug report came back clean. Ms. Rockey will issue him his ID, radio and fire gear.

POLICY 4097: The Board reviewed the 3 applications for the Board position. Applicants: Belinda Lawson, Theresa Turek and Danielle Bowman were interviewed. Director Johnson nominated Mrs. Turek, Director Harris nominated Ms. Bowman. Those in support of Mrs. Turek were Director Kessler, Director Johnson and Director Everett. Those in support of Ms. Bowman was Director Harris. Theresa Turek took her chair as the newest Board member with a vote of 3 to 1.

2026 BUDGET: General Manager Raffelson gave an overview of HPUD's proposed 2026 budget. Highlights of the proposed budget included using \$65,000 out of wastewater reserves for maintenance and repairs; \$75,000 out of water reserves for maintenance and repairs. The budget includes 2.8% COLA for all staff. There was a conversation about using fire reserves to improve the fire barn and creating a training center. The Board was asked to review the proposed budget, being prepared to vote on it at the December Board meeting.

GM REPORT: *Wastewater disposal:* GM Raffelson apprised the Board of the progress made on the bio-solid waste disposal. C&S Waste will be hauling HPUD's bio-solid waste at \$800 per load, every other week. *Staff on-going training:* The wastewater plant staff have been taking classes for CIP points. Barbara Lee took workshop training on parliamentary procedures and minute taking. *Chief Rocca of US Search and Rescue:* GM Raffelson invited Chief Rocca to report on the status of his project. He offered, again, to help with any resources he could provide to HVFD. *2026 Budget:* Board members were encouraged to bring forward any questions on the proposed budget before the December 16, 2025, meeting.

DIRECTOR UPDATES: *Director Turek* brought up concerns about properties in the area. *Director Johnson* brought up the need for Board members on the Northeastern Rural Health Clinic Board. *Director Everett* shared information on the local Christmas toy drive and the Doyle Senior food basket give away.

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

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ATTEST TO:

Handwritten signature of Cheri Kessler in black ink, written over a horizontal line.

Cheri Kessler, Board Secretary

Handwritten signature of Barbara D. Lee in black ink, written over a horizontal line.

Barbara D. Lee, District Clerk