

# Herlong Public Utility District



Regular Board Meeting

August 18, 2026

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**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 as presented. 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 Johnson to approve the minutes for the July 28, 2026, meeting as presented. Director Everett seconded the motion. 5 Ayes: Director Rodriguez, Director Turek, Director Bowman and Director Johnson and Director Everett. Nays: 0.

**FINANCIALS:** Motion made by Director Bowman to approve and file the July 2026 Financial Statements as presented. Director Everett seconded the motion. 5 Ayes: Director Rodriguez, Director Turek, Director Bowman and Director Johnson and Director Everett. Nays: 0.

**2025 Audit:** (5:40 to 5:52) Zach of PNPCPA presented the 2025 audit. He went over the entire audit with the Board, answering financial questions for the Board. Board members had questions regarding Fire Tax bills that are unpaid. GM Raffelson explained the lien process on those properties and how that money is recouped. Motion made by Director Everett to approve the 2025 audit as presented. 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 19 calls in July. 18 medical calls and 1 possible hazard call. *Training:* Continued training as in the past. *Monthly Meeting:* GM Raffelson set up a Zoom meeting for anyone unable to attend the meeting. Captain Price was the only member in attendance. GM Raffelson and Captain Price went over required mandated reporting. Captain Price was concerned about reporting any abuse HVFD may encounter. There is currently nothing in place. HPUD's insurance company is putting together a proposal for policy. Once that is completed, Ms. Rockey will help volunteers with the forms, if needed, and will take completed forms to the sheriff's office for further investigation. State forms will need to be used as Lassen County has no such forms. *Remodeling:* There will be a trash bin at the fire garage to begin cleanup in preparation for the remodeling. *Reciprocating Saw:* The request by the fire department for a reciprocating saw

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will be fulfilled with a saw, battery and blades, running approximately \$500. Budgeting for Jaws-of-Life in 2027 could possibly come from grant money. Volunteer leaving: One HVFD member is moving out of the area. 988; Mental Health: This is for both the firefighters and community members. Discussion on debriefing meetings for HVFD. There is no set procedure, currently. GM Raffelson will compile information submitted by HVFD, along with SDRMA and CSDA policies, to present to the Board for approval. Monthly Report: Enosh reported the resignation of one of the volunteers, training classes he took during the month, provided Chaplin serves a local family that lost a family member, and tour of SIAD's new mobile command center. Lassen County is considering the old Chapel as the local evacuation center and the church may be used for training by SIAD's fire department, along with other agencies. New volunteers: Applications from 2 volunteers have been submitted. Letters have been sent to them regarding training and drug testing. Approval of Joseph White: Motion made by Director Turek to approve Joseph White as a HVFD volunteer. Director Rodriguez seconded the motion. 5 Ayes: Director Rodriguez, Director Turek, Director Bowman and Director Johnson and Director Everett. Nays: 0.

**POLICY 4097:** District Clerk Lee swore in Board Director Bowman.

**GM REPORT:** Fall 2026 Elections: 5 people have turned in their election papers. There will be no need to have HPUD's election on the ballot. Special thanks to Paul Pendleton for changing his paperwork from 4 to 2-year term saving HPUD as much as \$10,000. Annual Reviews: 360 reviews done with all employees involved. CSDA Annual Conference: GM Raffelson will be out of the office 8/24-8/28/26 for CSDA's annual conference and will also attend a SDRMA board meeting, quarterly SDLF meeting and a Lassen Chapter meeting. Construction work: Jason Colbert Construction will start on the plant's sewer system 9/14/26 and will start the Fire Barn Training Center as soon as the plant is completed. Exterior Renovations will begin the plant fencing project Oct.1 with possible completion date of 12/31/26. Staff Recognition Dates: Owen Giese turned 20 this month, along with Royce's birthday and 9 yr. anniversary with HPUD. 147 Tamarack: The buyers are pulling permits for a septic tank and will be working with HPUD to connect with the waterlines. They will submit plans for HPUD, and the engineers for review. Project Money: GM Raffelson had a conference call with Megan Dahle's office, along with Kiley and Assoc. Possible Prop. 4 monies available for wastewater projects. House Rep. Gallagher may be able to request ear tag money due to Rep. LaMalfa's passing. United Search and Rescue: Working on approval from LAFCO. Questions on their fencing of 40 acres they may lease from HPUD. Next Board Meeting: September 22, 2026

**DIRECTOR UPDATES:** Director Bowman: Information on football and volleyball games. Fencing of Sierra Primary has been completed.

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**MEETING BREAK:** Five-minute break 6:35.

**CLOSED SESSION:** 6:40 to 7pm. There was nothing to report at this time.

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

**ATTEST TO:**

A handwritten signature in cursive script, appearing to read "Bryanna Rodriguez", written over a horizontal line.

Bryanna Rodriguez, Secretary

A handwritten signature in cursive script, appearing to read "Barbara D. Lee", written over a horizontal line.

Barbara D. Lee, District Clerk

