

Herlong Public Utility District



Regular Board Meeting March 18, 2025

CALL TO ORDER: Director Everett called the meeting to order at 5:37pm.

FLAG SALUTE: The flag salute was led by community member Patty Krupa.

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

APPROVAL OF AGENDA: Motion made by Director Flores to approve the agenda. Director Harris seconded the motion. Ayes: Director Everett, Director Johnson, Director Kessler, Director Harris and Director Flores. Nays: 0.

PUBLIC COMMENT: There were no public comments.

MINUTES: Motion made by Director Kessler to approve the minutes from the February 25, 2025, meeting as presented. Director Harris seconded the motion. Ayes: Director Everett, Director Johnson, Director Kessler, Director Harris and Director Flores. Nays: 0

FINANCIALS: Motion made by Director Kessler to approve and file the preliminary February 2025 Financial Statements. Director Harris seconded the motion. Ayes: Director Everett, Director Johnson, Director Kessler, Director Harris and Director Flores. Nays: 0.

FIRE DEPARTMENT UPDATES: 9 calls in February: 8 medical calls; 1 with violence involved. 1 weed pile burn. GM Raffelson reported on the Fire Chiefs' March meeting. Due to 2 lawsuits within the state law enforcement officers will no longer respond to a single person mental health call. Even if a gun is involved the Sheriff's office will not respond unless another person is involved. **SEMSA's** contract is extended for another 6 months while they review RFP and grant another 5-year contract. Lassen County is updating their AED policy and creating a map of AED locations throughout the county. Spaulding is having spaghetti feed to raise monies for their volunteer fire department. Janesville Volunteer Fire Department will host their annual Kindergarten Day at their fire station and HVFD will help. Chief Dustin of SIAD thinks SIAD fire department could help with an open house to promote HVFD's recruitment. Vance Penn, SIAD garrison commander, and GM discussed the use of SIAD's ambulance and a possible MOU with a small fee for its use. *This will be placed on April's Board meeting agenda.*

SHAW ENGINEERING UPDATE: Owen Wurgler provided the plans from the electrical engineer along with his updated plans for review for GM Raffelson and the plant manager. He believes advertising for bids will take place in about 3 weeks from the

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Board meeting. A discussion followed pertaining to possible cost increase and the potential need for grants to complete the project.

REVIEW AND POSSIBLE AMEND POLICY 3120 INVESTMENT OF DISTRICT FUNDS AND POICY 3140 FINANCIAL RESERVES:

Motion made by Director Johnson to make proposed amendments to Policy 3140 and leave Policy 3120 as is, reviewed. Director Kessler seconded the motion. Ayes: Director Everett, Director Johnson, Director Kessler, Director Harris and Director Flores. Nays: 0

REVIEW AND POSSIBLE ACTION ON POLICY 2330 COMPENSATION: Board agreed to have a workshop regarding Policy 2330.6. Motion made by Director Kessler to bring Policy 2330.6 back to the table and address retro incentive pay to GM Raffelson. Director Johnson seconded the motion. Ayes: Director Everett, Director Johnson, Director Kessler, Director Harris and Director Flores. Nays: 0

REVIEW OF COVID MONIES RECEIVED AND POSSIBLE FENCING OF THE DISTRICT PROPERTIES: HPUD was granted \$76,891 in Covid money. These funds were divided between water (\$28,391), wastewater (\$42,000) and the fire department (\$6,000). GM's suggestion is to use some of these funds to fence the area with 2 wire barbed wire fencing around the wastewater plant that has not already been fenced to prevent dumping of trash, autos and boats. Discussion about placing a berm around that property.

WRITTEN CORRESPONDENCE: GM Raffelson requested the board member to sign a letter of thanks to Plumas Sierra Rural Electric Coop for their Milford crew's help on completion of the fencing on the greenway. A letter was sent to Congressman Doug LaMalfa requesting continued support for funding to National Rural Water Association.

GM REPORT: Education: All Board members must take Ethics training and sexual harassment training by March 31st. **SDRMA Day** is March 26th. Directors Flores and Kessler will be attending along with the GM and Finance Manager. The Governance class is free and participation gives CIP points that discount HPUD insurance costs. **Greenway:** Staff has been looking into trees, signage and the rehab of the existing benches. **Wastewater:** Lahontan RQWCV will be here April 8th to do a site visit. **CCR – Consumer Confidence Report:** The report has been completed and was mailed with the March billing, posted at the local Post Office and on our website. GM is working on the following reports due by April 30th: State Government Compensation Report,

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DOORs report for emission, EAR Report and the annual waste management profile. **GM** will be out of the office March 25th and 26th for SDRMA training and planned vacation April 22nd through May 6th. **Next Board meeting** will be 4/15/25.

DIRECTORS UPDATES: Director Everett would like a review of the attorney's contract at the next meeting. No other updates.

ADJOURNMENT: Director Everett adjourned the meeting at 7:14pm.

ATTEST TO:

Handwritten signature of Cheri Kessler in cursive script.

Cheri Kessler, Board Secretary

Handwritten signature of Barbara D. Lee in cursive script.

Barbara D. Lee, District Clerk