

Herlong Public Utility District



Regular Board Meeting

January 27, 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 Kessler, Director Turek, Director Harris, Director Johnson and Director Everett. Absent; None.

APPROVAL OF AGENDA: Motion made by Director Johnson to approve the agenda as presented with correction of the date on the Financials. Director Turek seconded the motion. 5 Ayes: Director Kessler, Director Turek, Director Harris, Director Johnson and Director Everett. Noes: 0.

PUBLIC COMMENT: There were no public comments

REVIEW OF DISTRICT NORMS, POLICY 4005: Board members reviewed Norms individually.

MINUTES: Motion made by Director Kessler to approve December 16, 2025, minutes as presented. Director Harris seconded the motion. 5 Ayes: Director Kessler, Director Turek, Director Harris, Director Johnson and Director Everett. Noes: 0.

FINANCIALS: Motion made by Director Kessler to approve and file the December 2025 preliminary Financial Statements, including Directors and staff fees paid in 2025, as presented. Director Everett seconded the motion. 5 Ayes: Director Kessler, Director Turek, Director Harris, Director Johnson and Director Everett. Noes: 0.

POLICY 4050: Motion made by Director Everett to update Policy 4050 adding items 4050.7 through 4050.11. Director Johnson seconded the motion. 5 Ayes: Director Kessler, Director Turek, Director Harris, Director Johnson and Director Everett. Noes: 0.

SHAW ENGINEERING: Owen Wurgler was happy to report the elevated tank is back online. Testing has been completed with water quality good. The tank hatch needs a minor adjustment, and the contractor will be back to install the ladder in the fall of 2026 when they come back for an inspection. The project came in approximately \$20,000 under budget. Motion made by Director Everett to approve final check to Unified Field Services in the amount of \$43,614.35 Director Johnson seconded the motion. 5 Ayes: Director Kessler, Director Turek, Director Harris, Director Johnson and Director Everett. Noes: 0.

FIRE DEPARTMENT UPDATES: *HVFD Calls:* 11 calls in December: 9 Medical calls, one burn pile and one miscellaneous. *Incident type description:* These attached for Board members only. *Training:* a) Medical Tuesday training will be on Hypothermia and held in Susanville.

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FIRE DEPARTMENT UPDATES con't: b) GM Raffelson spoke with Bobby Dutra regarding doing training with our volunteers on Fridays; bringing cohesion to our fire department and updating the Volunteer's Certificates and qualifications. Mr. Dutra would report to GM Raffelson and keep her apprised of what is needed by the fire dept., training on such things as laying hoses on the trucks, working along with Dawn Mateo for our team to become EMR's and working toward them becoming EMTs. Classes: CPR and AED classes for office staff, utility staff and volunteers will be held in the next few months. Volunteers: HVFD has 2 potential volunteers joining soon. Upgrades of the fire barn: Director Everett asked to have added to next month's agenda looking into adding an office and bathroom to fire station so it may be used as a training facility. GM Raffelson suggested the Board meeting at the fire barn just prior to (5:15pm) next month's meeting, weather permitting.

POLICY 3039 BILLING ADJUSTMENT: Motion made by Director Everett to give a one-time credit of \$116.00 to Jennifer Talbert due to a water leak at her residence. Director Johnson seconded the motion. 5 Ayes: Director Kessler, Director Turek, Director Harris, Director Johnson and Director Everett. Noes: 0.

POLICY 5010.5 ANNUAL ORGANIZATIONAL MEETING: Motion made by Director Turek to retain Board officers as they are along with Barbara Lee as the Board clerk. Director Johnson seconded the motion. 5 Ayes: Director Kessler, Director Turek, Director Harris, Director Johnson and Director Everett. Noes: 0. Motion made by Director Everett to change Policy 5010.1 to read 'Board meetings shall be held the fourth Tuesday of each month (unless there is conflict with a holiday in that month) at 5:30pm'. Director Turek seconded the motion. 5 Ayes: Director Kessler, Director Turek, Director Harris, Director Johnson and Director Everett. Noes: 0.

GM REPORT: Employee recognition: HPUD celebrates Brianna Rockey second anniversary of being with the District. Board members expressed their appreciation for Ms. Rockey. SDRMA Safety Day: Board members interested in attending the SDRMA conference, held in Sacramento on March 18th, are to contact Brianna to make arrangements. Credits (CIP points) are given for up to 2 staff members and 2 board members attending the conference. Both Brianna and GM Raffelson will be attending this conference. Prop 68 SRF grant audit: GM Raffelson was granted an extension of the audit due to a death in the family. SB852: Special District Board members are required to file their Form 700 online with the state. HPUD is awaiting credentials from Lassen Co. for each Board member. GM Raffelson will need to do this for SDRMA and will help HPUD Board members with theirs. January Newsletter: Was attached. California Rural Water Association: CRWA is going to Washington, DC, to lobby as they do each year. They asked for and were sent a letter of support from The District for their programs. LAFCO: Lassen Co. LAFCO is one of two in the

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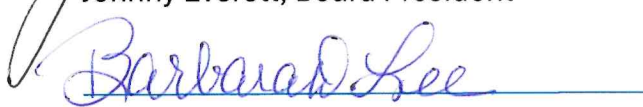
GM REPORT con't: state who do not have a special district representative on their board. GM Raffelson explained the importance of having a special district representative on the LAFCO board and she attended the Lassen Co. Board of Supervisors' January 27th meeting to ask for their support in the matter. If special districts are granted a seat on the LAFCO board it will cost approximately \$1,100.00 per year. Earthquake Insurance: SDRMA was asked to price earthquake insurance for the District. The quote was an additional \$24,918 annually. GM brought to the Board the idea, for them to consider and vote on before May 2026, of lowering HPUD's coverage from \$5 million to \$2 million and include earthquake coverage. Thus, keeping the premium within budget. Credit Card Rebate: Due to HPUD paying PSREC and several others by credit card HPUD has received a \$2,848.74 rebate, to be deposited into the District bank account. US Search and Rescue: Al Rocca let GM Raffelson know that the deal on the property they had been gifted fell apart and they are looking for different property. He listed benefits to having them in the area and is hoping HPUD might be able to help them find a different property. Director Everett questioned whether HPUD could donate 100 acres of Wastewater Plant property to USS&R. Discussion regarding fencing the remaining 540 acres off to avoid trespassers, pros and cons of donating the land, Owen Wurgler will investigate land regulations and the amount of land HPUD needs and is available. Director Everett requested the matter be brought back to the Board later. Next Board meeting: February 24, 2026.

DIRECTOR UPDATES: Director Everett offered the Board's condolences to Sandy for the loss of her mother. Director Turek completed her Ethics Training on January 6th and her Sexual Harassment training on January 14th. Director Everett gave dates and times for local food pantries. There may not be a Car Show this year, but there will be the annual Easter Fest.

ADJOURNMENT: Director Everett adjourned the meeting at 7:05 pm.

ATTEST TO:


Johnny Everett, Board President


Barbara D. Lee, District Clerk