

Herlong Public Utility District



Regular Board Meeting January 9th, 2024

THIS MEETING IS HELD PURSUANT TO EXECUTIVE ORDER N-29-20
ISSUED BY GOVERNOR GAVIN NEWSOM ON
MARCH 17, 2020
PUBLIC PARTICIPATION

If you wish to make a general public comment or to comment on a specific agenda item, the following methods are available:

READ INTO THE RECORD AT THE MEETING: Submit your comment via email or drop box prior to the start of the meeting, provided that the reading shall not exceed three (3) minutes. Please state in your email that you would like this "read into the record". In those cases where the meeting author requests that the email be read aloud as though it were being delivered orally at the meeting, the email will be read aloud by the Board Clerk up to a maximum of three minutes. Comments received after the meeting has begun will be placed into the record and distributed appropriately. sandy@herlongpud.com

CALL TO ORDER: Director Johnson called the meeting to order at 5:30 PM.

FLAG SALUTE: Director Johnson led the pledge of allegiance.

ROLL CALL: Director Flores, Director Swistowicz, Director Harris, and Director Johnson were present.

APPROVAL OF AGENDA: Director Flores made a motion to approve the agenda. Director Harris seconded. Aye votes: Harris, Swistowicz, Flores and Johnson. Nay votes: None. Absent: None.

PUBLIC COMMENT: Randi Kaarbo – Stated she is not going away. She still would like to see Mt. View paved. Semi-trucks are still parking in Community parking lot and running over new sidewalks. Concern of WPV drainage.

Edwin Kelsey – Asking what kind of State loan/grant HPUD got again, would like to see a loan portion on his bill. Doesn't like the streetlights and doesn't feel like he pays for streetlights. GM Raffelson offered for Mr. Kelsey to come into the office anytime to discuss his concerns.

QUARTERLY REVIEW OF BOARD NORMS POLICY 4005: Extra copies of Policy 4005 supplied for public; Policy 4005 is also posted on the back wall to review. Director Johnson allowed time for everyone to read Policy 4005 and discuss if they wanted to.

FINANCIALS: Director Harris made a motion to receive and file November 2023 Financial Statements, Director Swistowicz seconded the motion. Aye Votes: Harris, Swistowicz, Flores, and Johnson. Nay votes: None; Absent: None. Director Swistowicz wants to see Financials in real time. Director Flores suggested the meeting be moved later in the month to help see the Financials on the current basis. 2) Five Star bank Card was sent around for all Directors to sign. 3) Spreadsheets – Staff would like some direction from the Board to add or modify any of the spreadsheets presented in the Board packet. Director Flores would like to see Cash allocation per Fund for this month reconciliation spreadsheet and Investment & Reserves Report. 4) Workshop comments: Director Flores only discussed workshop vs special meeting; Director Johnson brought it back to the Board if there was anything out of the workshop that the Board wanted to vote on tonight. Director Swistowicz made a motion to implement mileage log sheet, Director Flores seconded the motion. Director Harris would like to see the log on thicker paper and a document number, date implementation. There was much discussion on items the Director Flores brought up from the workshop. No other items had a motion, the mileage log sheet was voted on and moved to implement. Director Swistowicz suggested that HPUD make an extra payment annually on the USDA loan/grants.

Herlong Public Utility District



Regular Board Meeting January 9th, 2024

MINUTES: Director Flores made a motion to accept the minutes as presented, Director Harris seconded the motion. Ayes Votes: Harris, Flores and Johnson, Nay votes: Director Swistowicz; Absent: none.

NEW BUSINESS:

FILLING OF VACANCY OF BOARD OF DIRECTOR ACCORDING TO POLICY 4097: Director Johnson stated that according to Policy 4097 the Board of directors has 60 days from the date of a Board member resigning to appoint a new Board member for the current Board member term. There are three individuals who have applied for the vacant position. Director Johnson asked the individuals to leave the room so that everyone had the same opportunity. Attorney Gross let the Board know that we couldn't make individuals leave the room because it was a public meeting. The board asked questions to the first applicant John McKeand and he was given time to answer each question. The second applicant is Karleen Rhey and the board had questions and answering for her. Third applicant was Erinn Reed and the board had questions and answering for her. Mr. Keand spoke up and said that all three candidates were friends, and he felt the best candidate for the vacant position was Erinn Reed. Director Flores made a motion to accept Erinn Reed to the vacated position of the Board of Directors; Director Harris seconded the motion. Aye votes: Harris, Swistowicz, Flores and Johnson. Nay votes: none. Absent None.

Erin Reed was sworn onto the HPUD board as a new member of the Board.

ORGANIZATIONAL MEETING POLICY 5010: The Board of Directors shall hold an annual organizational meeting at its regular meeting in January each year. Director Johnson suggested the Board take each position; President, Vice-President and Secretary; one at a time. Director Swistowicz nominated himself for President, Director Reed seconded the motion and the motion carried 3 to 2. Director Harris nominated Director Johnson for Vice-President and Director Reed seconded the motion and it carried 5 to 0. Director Johnson nominated Director Reed as Secretary and Director Harris second the motion and it carried 5 to 0.

GM REPORT: The Sierra Alliance Meeting will be held January 24th at 5:30pm at HPUD office. Wen from Shaw Engineering hopes to complete the Master Plans for both water and wastewater by the end of February. The District has received \$240,000 from the County for their share of WPV road replacement for HPUD pipe replacement project. Director Flores wanted to know if that was profit from the project. GM Raffelson stated that no; HPUD is out of pocket for Engineering that was not reimbursed by the State for this project plus the State denied payment of approximately \$28,000 on the Hillcrest/Mt. View plumbing under 5 homes. Virtual Workshops for all 4 modules will be held throughout the year. Director Flores committed all four workshops with all Directors at the office. Gm Raffelson asked if anyone would like to go to the SDRMA Safety days in Sacramento in March. Director Reed and Director Flores committed to going to Safety Days in Sacramento on March 26th. Staying over the night of the 25th.

Herlong Public Utility District



Regular Board Meeting January 9th, 2024

DIRECTOR'S UPDATES:

Director Johnson: Thanked everyone for being there and welcome aboard Director Reed

Director Harris: None

Director Swistowicz: None, adjourn meeting.

Director Flores: asked about Brush truck and where it was located.

Director Reed: Fort Sage started receiving groceries from Safeway.

ADJOURNMENT: AT 7:55 PM

Handwritten signature of Erinn Reed in blue ink.

Erinn Reed, Secretary

ATTEST TO:

Handwritten signature of Sandy Seifert-Raffelson in blue ink.

Sandy Seifert-Raffelson, GM