

Herlong Public Utility District



Regular Board Meeting September 24, 2024

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

FLAG SALUTE: Director Johnson led the flag salute.

ROLL CALL: Director Johnson asked for roll call: Director Reed, Director Harris and Director Johnson present. Directors Swistowicz and Flores were absent.

APPROVAL OF AGENDA: Director Reed made a motion to approve the agenda as presented. Director Harris seconded the motion. Ayes: Directors Reed, Harris, and Johnson. Nays: 0. Absent: Directors Swistowicz and Flores.

PUBLIC COMMENT: Community member, Barbara Lee, gave a presentation on the history, importance of the fire tax and liens put on properties when the fire taxes not being paid.

FINANCIALS: A motion was made by Director Harris to accept the financial report as reported and to file with no corrections, motion seconded by Director Reed. Ayes: Directors Reed, Harris, and Johnson. Nays: 0. Absent: Directors Swistowicz and Flores.

MINUTES: Director Reed presented correction items to the minutes: She felt the passing of the Fire Tax Liens vote should be changed to due not a quorum vote and the wording of “the attorney agreed”, should also be changed. Discussion followed about changing the past minutes. Due to Director Johnson abstaining the approval of the minutes is postponed until the October meeting.

FIRE DEPARTMENT UPDATES: 8 Calls in August: 7 medical and 1 commercial alarm at the High School. Lassen County Fire Chief and Firenet Lassen Meeting: Cal-Fire will be fully staffed through December and will return to full staff in January 2025. BLM will be fully staffed through October 8th, 2024, and then back in early spring. Both are concerned with the low moisture and high fire danger for our region. Cal-Fire will be doing control burns this fall to help reduce the fuel. EOS Rojas will be presenting to the Board of Supervisors on October 8th a countywide outside Burn Ordinance. This will help HVFD and others county departments to stop offenders, sheriffs to ticket offenders and give the whole county an ordinance we can stand by. November 16th will be a structure fire training in Susanville at the training facilities. Everyone is invited for a fee, and insurance had to be submitted to the City ahead of time. Monthly Medical Tuesday is tonight, going over burns. Both Captain Mike Price and Hunter Perez participated in the 9/11 ceremony in Susanville, with Hunter making all 311 steps, fully dressed in his turnout gear. Fitness Policy: At last week's Chiefs meeting, 11 of the 13 Volunteer Fire Departments were present. The only fire department that has a performance test for volunteers is the City of Susanville. City of Susanville volunteers have an annual fitness they must pass to stay on the Volunteer Fire Fighter Department. Both Chief White and Director Swistowicz have agreed if a volunteer passes the Fire Academy at Lassen Community College, they have passed a fitness test. Chief White suggested in the past that there be an annual test, with gear, to do a lap around the school track. The City of Susanville test is attached for your review and possible

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adoption. If this is something the Board would like to act on, please notify the GM before the next Board meeting. Fire BARN Gate: Would the board like staff to investigate easier access for the fire barn gate? Discussion regarding the amount of time it takes with the present setup and cost to replace it.

POLICY 5060 – MINUTES OF BOARD MEETING: Discussion on length of time minutes are kept and how long board members would like them kept. Tabled until attorney's input is given.

POLICY 5040 – BOARD ACTIONS AND DECISIONS: Discussion of policy 5040. Director Johnson motioned to accept the verbiage to update Policy 5040, seconded by Director Reed. Ayes: Directors Reed, Harris, and Johnson. Nays: 0. Absent: Directors Swistowicz and Flores.

ANNUAL LIENS ON PROPERTIES FOR PAST DUE FIRE TAXES: Directors Swistowicz asked for this to be tabled until he is present. Director Reed made the motion to table Fire Tax liens vote until the October meeting. Motion seconded by Director Harris. Ayes: Directors Reed, Harris, and Johnson. Nays: 0. Absent: Directors Swistowicz and Flores.

SHAW ENGINEERING CONTRACT: Owen Wurgler presented board with pricing on two options on the Screw Press Project. The options were \$375,000 and \$462,000, emphasizing these are for equipment only, labor not included. Packets have been sent to contractors. Director Reed asked Owen to present the pros and cons of each press at a future time.

GM REPORT: The Sierra Alliance was held September 25th. Letter from Fort Sage Family Resource Center asking for donations- attached. Both November and December Board meetings fall during the Holidays. Possibility of Moving November and December board meeting or canceling: HPUD could have them both the 3rd week of each of those months? November 19th and December 17th? The Board could cancel one of those months? GM would like to schedule a budget workshop one afternoon in October to prepare for 2025 budget. Possible Oct 9th, 17th or 30th from 1-3 or 2-4pm? Rate Study: They would like to present the rate study at the next board meeting, but I would like to have a conference call with Shaw Engineer and 2 board members possibly the first week in October. Please let the GM know your availability if interested. GM handed out a copy of an email from the Attorney Stating how to request a special board meeting to all Board members and GM will email the 2 Board members not present.

DIRECTORS UPDATES: Director Reed questioned GM Raffelson regarding adding items to the agenda. GM stated the board members are sent a draft of each agenda and asked to email changes or additions to the agenda. Further discussion on how a special meeting with the attorney, as per The Brown Act, must be agendaized.

Herlong Public Utility District



Regular Board Meeting September 24, 2024

ADJOURNMENT: Director Johnson adjourned the meeting at 6:46 pm.

Erinn Reed 10/30/24
Erinn Reed, Secretary

ATTEST TO:

Sandy Seifert-Raffelson
Sandy Seifert-Raffelson, GM