

Herlong Public Utility District



Regular Board Meeting July 16, 2019

CALL TO ORDER: Director Wheeler called the meeting to order at 5:30p.m.

PLEDGE OF ALLEGIANCE: Director Wheeler led the pledge of allegiance.

ROLL CALL: Director Wheeler, Director Flowers, and Director Johnson were present, and Director Harris was absent.

APPROVAL OF AGENDA: Director Flowers made a motion to approve agenda, Director Johnson seconded. The motion carried. Yea votes: Wheeler, Flowers, and Johnson; Nay votes: none; Absent: Harris.

PUBLIC COMMENT: John Everett spoke to the fires and possible of a fine or ticket from the District when people are burning illegally. Upset with his neighbor burning a warming fire. Community concern with fire season and possibility of losing homes with careless neighbors.

Director Harris join the meeting at 5:35pm

MINUTES: Director Flowers made a motion to approve the minutes from June 11, 2019 as presented, Director Harris seconded. The motion carried. Yea votes: Wheeler, Flowers, and Harris; Nay votes: none; Abstentions: Johnson; Absent: none.

FINANCIAL REPORT: Director Flowers made a motion to accept and file May 2019 Financial Statements as presented, Director Johnson seconded. The motion carried. Yea votes: Wheeler, Flowers, Johnson and Harris; Nay votes: none; Absent: none.

NEW BUSINESS:

SDRMA ELECTIONS: Director Flowers made a motion to vote for Bob Swan, Sandy Seifert-Raffelson, and James Hamlin for the SDRMA Board. Director Johnson seconded. The motion carried. Yea votes: Wheeler, Flowers, Johnson and Harris; Nay votes: none; Absent: none.

SOFTWARE UPDATE FOR FIRE TAX BILLING: Discussion on adding Accounts Receivable module to Caselle Software to allow the District to process the fire tax starting this fall. Motion made by Director Flowers to go forward and purchase A/R module for Caselle; Director Johnson seconded. The motion carried. Yea votes: Wheeler, Flowers, Johnson and Harris; Nay votes: none; Absent: none.

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MID-YEAR BUDGET REVISION: The midyear budget revision was presented. Director Johnson made a motion and Director Flowers seconded. The motion carried. Yea votes: Wheeler, Flowers, Johnson and Harris; Nay votes: none; Absent: none.

WATER, SEWER AND STREET LIGHT RATES: As you remember HPUD will have to update rates for the WPV project. HPUD will need to propose a rate that includes no grant funding in order to qualify for grant funding; but once the grant monies are received it will lower the rate. HPUD plans to address lighting fees at the same time. Maybe talk to community about the pluses of the project, better roads, better neighbor appearance, no more leaking water and sewer pipes, etc. Positive about HPUD goal and cost of the project. Mr. Williams will work on presentation and community meeting dates.

OLD BUSINESS:

INCENTIVE PAY: Director Wheeler left the meeting at 6:30pm and Director Flowers presided over this portion of the meeting. Discussion was had regarding Staff incentive pay for 2018. Policy 2330 requires action by the Board annually regarding incentive pay for staff. The amount is based on the policy of a percentage of 0 to 5 percent of the previous year's gross pay on the employee's wage scale, this is a budgeted item. Director Johnson made a motion to give a 5% incentive, Director Harris seconded. The motion carried. Yea votes: Flowers, Johnson and Harris; Nay votes: none; Absent: Wheeler.

Director Wheeler returned to the meeting at 6:35pm.

PROPOSED POLICIES:

POLICY 1045 LEGAL COUNSEL AND AUDITOR AND POLICY 1055 LEGISLATIVE ADVOCACY: This is the second reading of these policy's and they are ready for adoption. Director Flowers made a motion to adopt Policy 1045 Legal Counsel and Auditor and Policy 1055 Legislative Advocacy; Director Harris seconded. The motion carried. Yea votes: Wheeler, Flowers, Johnson and Harris; Nay votes: none; Absent: none.

GM REPORT:

WEST PATTON SEWER AND WATER IMPROVEMENT PROJECT: We covered rates in the earlier; that is the only movement on the project, which is positive.

HVFD REPORT: Training continues, and we will be working on organizing the barn. The Run log is attached.

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RESIDENTIAL BURN PERMITS: CalFire has suspended all residential burn permits. If you see someone burning call 911.

SIERRA ALLIANCE: The next meeting is Thursday July 18th, 2019

DIRECTORS UPDATES: None.

ADJOURNMENT: Director Flowers made a motion to adjourn the meeting at 6:45pm, Director Harris seconded. The meeting was adjourned at 6:45pm.

Cindy Wheeler, President

ATTEST TO:

Sandy Raffelson, Financial Manager