

HERLONG PUBLIC UTILITY DISTRICT

REGULAR MEETING  
5:30PM TUESDAY MAY 12, 2020  
HERLONG PUBLIC UTILITY DISTRICT BOARD ROOM  
447-855 Plumas Avenue  
Herlong CA 96113

**AGENDA**

**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](mailto:sandy@herlongpud.com)

- 1) CALL TO ORDER
- 2) FLAG SALUTE
- 3) ROLL CALL
- 4) APPROVAL OF AGENDA
- 5) PUBLIC COMMENT- This is time set aside for the public to address the Board on any matter not on the agenda. Testimony related to any matter not on the agenda. Testimony related to any agenzized matter should be addressed at the time that item is considered. (The public may comment on any subject that is not on the agenda. Each speaker will be limited to three (3) minutes, but speaker time may be reduced at the discretion of the Board President if there are a large number of speakers on any given subject.)
- 6) MINUTES: Discussion and possible action approving the minutes of the March 10<sup>TH</sup> Regular Meeting, APRIL 17<sup>TH</sup> Special Board Meeting, and May 5<sup>TH</sup> Special Board Meeting
- 7) FINANCIAL REPORTS –
  - A) FINANCIAL STATEMENTS – Receive and file Financial Statements
  - B) 2019 DRAFT AUDIT – First Review of the audit

8) NEW BUSINESS –

- A) DIRECTOR RESIGNATION AND VACANCY – Discussion and possible action regarding Director Wheeler resignation.
- B) SDRMA PROPERTY AND LIABILITY RATES INCREASE FOR 2020-2021 – Discussion and possible action regarding coverage rates for the year
- C) POLICY 2075 CELLULAR TELEPHONE USAGE – Informational only, this is the first reading to update this policy.
- D) 2020 COST OF LIVING ALLOWANCE (COLA) – POLICY 2330 – Discussion and possible action on the 2020 COLA
- E) PURCHASE OF NEW HANDHELD METER READER – Discussion and possible action on purchasing new meter reader.
- F) RESOLUTION 2020-02 FIRE PARCEL TAX – This is the first discussion on the 2020 fire tax. Informational ONLY
- G) NEW SEWER CONNECTION – Information only

9) OLD BUSINESS –

- A) WEST PATTON SEWER AND WATER IMPROVEMENT PROJECT: Update on current project
- B) TRAINING OPPORTUNITIES: Information ONLY
- C) DIRECTOR 700 Form are due June 1<sup>st</sup>: Information ONLY

10) DAN DeMOSS –

- A) Sign Contract
- B) Updates

11) DIRECTORS UPDATES:

12) ADJOURNMENT

The agenda is available for review at the Herlong Public Utility District Office, the Herlong CA Post Office

Posted May 6, 2020

---

Sandy Seifert-Raffelson  
Financial and Administration Manager

Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are on file in the Office of the Administration Manager and are available for public inspection. If you have any questions on any agenda items, contact the Administrator at (530)827-3150