

HERLONG PUBLIC UTILITY DISTRICT

REGULAR MEETING
2:00PM TUESDAY JANUARY 11, 2022
HERLONG PUBLIC UTILITY DISTRICT BOARD ROOM
447-855 Plumas Avenue
Herlong CA 96113

ZOOM ID: 531 054 8972
PASSWORD: 774105

AGENDA

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 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

- 1) CALL TO ORDER
- 2) FLAG SALUTE
- 3) ROLL CALL
- 4) APPROVAL OF AGENDA
- 5) ORGANIZATIONAL MEETING, POLICY 5010.5: The Board of Directors shall hold an annual organizational meeting at its regular meeting in January each year.
- 6) PUBLIC COMMENT – In person or read into the record; not to exceed three minutes each on items not agenzied.
- 7) MINUTES – Review and possible action approving the minutes of the December 14, 2021 Regular Meeting
- 8) FINANCIALS – November 2021 Financial report, review, and file report.
- 9) FIRE DEPARTMENT REPORT – see Memo in packet

NEW BUSINESS

- 10) SPECIAL MEETING FOR WPV AND BID OPENING: Discussion on 2 possible special meeting; one to award bid and one for a community meeting.
- 11) FINANCIAL AUDIT: Director Swistowicz asked to add to the agenda for discussion.
- 12) CONTRACTING OUT: Director Swistowicz asked to add to the agenda for discussion.

- 13) POLICY 4080 DIRECTOR COMPENSATION- Review and possible action approving the updated Policy 4080.
- 14) POLICY 2312 ADMINISTRATIVE OFFICE MANAGER JOB DESCRIPTION: - Review and possible action approving Policy 2312
- 15) CALIFORNIA SPECIAL DISTRICT COVID-19 MONIES – Review and possible action on how the District will use their Covid monies.

OLD BUSINESS

- 16) 2022 BUDGET- Review and possible action approving 2022 Budget
- 17) PRIORITIES FOR THE FIRE DEPARTMENT- Discussion and possible direction on Fire Department Priorities.
 - 1) Clean Fire Barn
 - 2) Draft Incident Report
- 18) GM REPORT
 - A) WPV Project Update
 - B) Operations
- 19) DIRECTOR COMMENTS
- 20) ADJOURNMENT

The agenda is available for review at the Herlong Public Utility District Office, the Herlong CA Post Office and at www.herlongpud.com

Posted January 7,2022

Trisha Wood
Clerk/Treasurer of the Board

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.