

**Regular Meeting of the HCSD Board of Directors**

**Dec. 9, 2020 at 5:00 P.M.**

**Closed Session with District Council to be Held at 5:05 P.M.**

**NOTE MEETING LOCATION:**

**Due to Covid-19 Stay at Home Order, Meeting Will Be Held Via**

**Teleconferencing Per March 17 Executive Order**

**To Attend Call 1-866-906-0123, Enter Code 5824809# when prompted  
Hornbrook, CA 96044**

**MINUTES**

**BOARD OF DIRECTORS:** Robert Puckett, Michele Hanson, Elaine Mellon and Melissa Tullado and Raegan Duncan..

1. **CALL TO ORDER:** Meeting called to order at 5:12 pm. with Robert Puckett, Elaine Mellon, Michele Hanson present with Melissa Tullado and Raegon Duncan absent. Quorum established.
2. **Public Comment:** Due to the circumstances, the Chair will ask each member of the public if they wish to make a comment at this time to avoid confusion and retain order and will be subject to 3 min. each. Then again after each agenda item.  
No Public comment at this time.
3. **Approve and Authorize Signatures:** on Warrant Authorization Form for District expenses received through Dec. 9, 2020, "A list of the bills to be paid will be read to the Board and public at the meeting. Including payroll.  
President Puckett read aloud to the public and the Board the list of bills being paid including payroll. Hanson made a motion to pay all the bills as presented, motion was 2<sup>nd</sup> by Mellon with 3 ayes, 0 nays and 2 absent. Motion carried.
4. **Discussion and Possible Approval of Minutes:** Meeting minutes of Nov. 10, 2020. Board discussed minutes presented and found no corrections needed. Motion was made by Mellon to approve and accept minutes, was 2<sup>nd</sup> by Hanson with 3 Ayes, 0 Nays and 2 absent. Motion Carried.
5. **Update on the Funding from OES:** Puckett informed the Board that the DFA (department of Financial Assistance), will provide the 25% cost share for funding as long as the eligibility requirements are met. Construction application, Environmental impact and Financial package. Pace Engineering has begun the Construction application process which is necessary for the DFA to fund the 25% cost share for the North Tank replacement. Cal OES has requested Hornbrook CSD to submit a letter to withdraw its 25% waiver request to go forward with the funding. If by chance the DFA Construction Application falls through the District will be able to re-submit the waiver request.
6. **Update, Discussion and Possible Action:** Hornbrook CSD Rate Study: Board discussed that a rate increase is inevitable to continue providing clean water to the district with the rising costs



of operations and Government mandates. In a prior meeting the members of the Board and with public input, the rate study done by RCAC was rejected.

The Board then discussed that each Board member will be allowed to submit their own rate proposal following prop. 218 guidelines. Each will be reviewed at next board meeting and possible action may be taken to start the rate increase process with one of the rate proposals submitted. Or a combination thereof. The Board feels this will be something the customers will be able to get behind and not feel like the District is trying to rush through the process. This is going to be difficult with limited access to meetings because of the States lockdowns. But the public will be able to ask questions and voice their concerns via teleconferencing which will be provided on next month's agenda and website.

7. **Board Member Comments and Questions:** At this time, members of the Board may ask questions of the staff, request reports be made at a later date, or ask to place an item on a future agenda on any subject within the Board's jurisdiction. Directors may take this opportunity to make comments on any topic not listed on the agenda but may not be acted upon.

President Puckett reminded the Board that there are mandatory training classes required by the State for Board members. These training classes are, Brown Act principles, sexual Harassment, and public service Ethics. These classes are free to CSDA members and begin on 1/14, 1/20, and 1/26. He has taken the liberty of registering the Board for each of these 2 hour webinar classes which are required by the State.

He also informed us that we will no longer be able to access the RCAC phone # for our teleconferencing meetings so he will set up a new number and/or zoom virtual meeting until the State lockdown is lifted.

Melissa Tulleo joined meeting at 6:30 pm.

**9. ADJOURNMENT:** Next meeting will be held Jan. 13, 2021 at 5:00 pm via teleconference. Puckett made a motion to adjourn meeting, Mellon 2<sup>nd</sup>, with 4 ayes, 0 nays and 1 absent. Motion carried. Adjournment at 6:45 pm.

Meeting agendas and written materials supporting agenda items, if produced, can be received by the public for free in advance of the meeting by any of the following options: A paper copy mailed pursuant to a written request and payment of associated mailing fees. An electronic copy received by email. Note – if you would like electronic copies please email [hornbrookcsd@gmail.com](mailto:hornbrookcsd@gmail.com) prior to the Board meeting. A limited number of copies of agenda materials will also be available at the meeting. Americans with Disabilities Act Compliance: If you require special assistance to participate in Board Meetings, please contact any HCSD Board Member. Advance notification will enable the District to make reasonable arrangements to insure accessibility

Submitted by Michelle Hanson Board Secretary