

HORN BROOK COMMUNITY SERVICES DISTRICT
P.O. BOX 29, HORN BROOK, CA. 96044
REGULAR MEETING MINUTES OF 7/19/16
6:30 P.M., HORN BROOK GRANGE, 220 MAIN STREET, HORN BROOK, CA
CORRECTED

BOARD OF DIRECTORS: Robert Puckett, Patricia Slote, Melissa Tulleo, John Moody

1. Call to Order, Pledge of Allegiance, Roll Call and establishment of quorum:

The meeting was called to order at 6:30 pm by President Puckett. Pledge of Allegiance recited. Roll Call: Present Robert Puckett, Melissa Tulleo, Patricia Slote, John Moody. Quorum Established.

2. Public Comment Period: Sharrel Barnes advised she had observed South Yreka Fire Department water truck taking water from hydrant on her way to the meeting. John Moody advised there was a fire at Bailey Hill which SYFD was probably fighting. There was some discussion about the Board being notified prior to any water usage from fire hydrants. Ms. Barnes also wanted copies of agendas and minutes from previous meetings which the Board Secretary provided to her.

Peter Harrell noted the Board should approve the Cancel Boil Water Notice prior to it's distribution to HCSD customers.

There was some discussion with Mr. Harrell and Mr. Gifford regarding cross contamination in the water system and water pressure when hydrants are used or cross contamination from customers with wells connected to the water system.

Peter Harrell also noted payments to G&G Hardware, Dobby's Lock Shop, and Murphy, Pearson, Bradley & Feeney should not be listed on the consent agenda.

3. Consent Agenda: President Puckett read bills to be paid as listed on the consent agenda. Robert Puckett made a motion to approve the minutes of the regular meeting of 6/22/16 and the special meeting minutes of 6/28/16 and to approve the payments as listed, with payments to G&G Hardware, Dobby's Lock Shop, and Murphy, Pearson, Bradley & Feeney pulled from the consent agenda per request of Peter Harrell. Motion seconded by Patricia Slote. Ayes: Puckett, Tulleo, Moody, Slote. Motion carried.

3.1 G&G Hardware: Motion to pay G&G Hardware \$71.77 made by John Moody, second by Patricia Slote.

Ayes: Puckett, Tulleo, Moody, Slote. Motion carried.

Murphy, Pearson, Bradley & Feeney: Motion to pay July monthly installment of \$1000.00 to Murphy, Pearson, Bradley & Feeney made by Robert Puckett, second by Patricia Slote. Ayes: Puckett, Tulleo, Moody, Slote. Motion carried.

Dobby's Lock Shop: Short discussion re: recodes with motion to pay \$125.00 made by John Moody, second by Melissa Tulleo. Ayes: Puckett, Tulleo, Moody, Slote. Motion carried.

4. RE: Water Service Deposit: Sharrel Barnes advised prior water deposits should be available from Sum It Up Accounting. Peter Harrell noted accounting records should be on the "backup" computer at the plant. After further discussion, Robert Puckett made a motion to approve payment to Sharon Morin in the amount of \$100.00, second by John Moody. Ayes: Puckett, Tulleo, Moody, Slote. Motion carried.

5. RE: Transfer of Funds. Board Secretary reported the Siskiyou County Auditor-Controller has advised that in order to pay for the pump and equipment on Well #4, the District needs to have funds in a fixed asset account. After discussion, a motion was made by John Moody and seconded by Melissa Tulleo to approve signatures on the Transfer Request Form transferring \$2500.00 from Account 728000 (Special Departmental Expense) to Account 762100 (Fixed Assets). Ayes: Puckett, Tulleo, Moody, Slote. Motion carried.

6. RE: Well #4 Pump Replacement: CR Water Services, Inc. has presented a statement in the amount of \$2492.05 for a 5 HP pump, pipe, and miscellaneous equipment which was needed to install the pump in Well #4. Robert Puckett made a motion to pay CR Water Services, Inc. \$2492.05, second by Melissa Tulleo. Ayes: Puckett, Tulleo, Moody, Slote. Motion carried.

7. **RE: Reimbursement Request.** Motion to approve request of Board Secretary for reimbursement in the amount of \$254.58 made by John Moody, second by Robert Puckett. Ayes: Puckett, Tulleo, Moody. Abstain: Slote. Motion carried.
8. **RE: Roger Gifford Request for Indemnification.** The board discussed Roger Gifford's request for indemnification in the case filed by Peter T. Harrell against the District and individual board members. (United States District Court Eastern District of California Case No.: 2:14-cv-01595, KJM GGH PS Harrell v. HCSD, et al.) Mr. Gifford stated that his request is for the District to provide counsel for him based on his official capacity as an HCSD board member in June, 2014 through December, 2015. He also requested the District notify him of our decision regarding a possible conflict that the District's counsel may have in representing him. Board Secretary Slote advised there have been new motions filed in the above-referenced case which include Mr. Gifford's Declaration in Support of Motion for Injunction and Appointment of Receiver. Mr. Gifford stated his Declaration in Support of the motion was submitted as a private citizen and should be regarded as separate from his request for indemnification in this case as a HCSD board member. After further discussion, John Moody made a motion, second by Robert Puckett to table this matter until the next regular board meeting. Ayes: Puckett, Tulleo, Moody, Slote. Motion carried. Board Secretary is to provide all documents of the case before the Eastern District Court for board members' review.
9. **RE: Water Purchase Request:** Board Secretary advised she had been approached by Hornbrook resident Craig St. Germain to buy water from the District. Mr. St. Germain was not present but the Board discussed creating a policy for selling bulk water. Discussion also included obtaining grants to extend water lines, having a waiver for non-potable water usage, and inspection for double-check valves. The matter was tabled for a future meeting.
10. **Siskiyou County Auditor-Controller June Financial Report.** No discussion.
11. **Correspondence Received:** Short discussion regarding Cancel Boil Water Notice from State Water Resources Control Board. A motion was made by Robert Puckett, second by Melissa Tulleo to mail out Cancel Boil Water Notice with the next water statements. Ayes: Puckett, Tulleo, Moody, Slote. Motion carried.
Siskiyou County Clerk 2016 Conflict of Interest Code Biennial Notice. Motion made by Patricia Slote to complete and sign the Notice and return to the Siskiyou County Clerk, second by Melissa Tulleo, Ayes: Puckett, Tulleo, Moody, Slote. Motion carried.
12. **Board Comments and Questions:** John Moody requested an agenda item for the next regular meeting to contact an engineer to provide specifications for a flocculation system and/or filter system as per request from State Water Resources Control Board.
Patricia Slote commented that the California Special District Association may be able to help with a process to hire a General Manager. John Moody stated we need to have a description of general manager duties for our specific district and should advertise for that position. Mr. Harrell noted the duties of the general manager are spelled out in Govt. Code 61050 and 61051 as public officers who are appointed, not elected.
13. **Next Regular Meeting:** August 16, 2016 at 6:30 p.m.
13. **Adjournment:** 8:04 p.m.

Submitted by

Patricia E. Slote
Board Secretary