

Regular Meeting of the HCSD Board of Directors

Oct. 9, 2019 at 6:30 P.M.

NOTE MEETING LOCATION:

Hornbrook Elementary School

15430 Oregon Road, Hornbrook, CA 96044

AGENDA

BOARD OF DIRECTORS: Robert Puckett, Michele Hanson, Melissa Tulleo, Patricia Brown.

1. **CALL TO ORDER:** Pledge of Allegiance, Roll Call and Establishment of Quorum:
2. **PUBLIC COMMENT:** Any person may address the Board at this time on any matter within the jurisdiction of the District. A maximum of three minutes is allowed each person and a maximum of 10 minutes per topic. The presiding officer has discretion to extend the time and/or reasonably limit the length of time for any individual comments. Written comments may be presented to the Board of Directors. Any person wishing to address the Board on an item ON THE AGENDA will be given the opportunity at that time. Speakers are encouraged to consult District Management or Directors prior to agenda preparation regarding any District matters, as no action will be taken on non-agenda issues.
3. **DISCUSSION AND ACTION ITEMS:**
 - a. **APPROVE and AUTHORIZE SIGNATURES** on Warrant Authorization Form for District expenses received through Oct. 9, 2019, "A list of the bills to be paid will be made available to the Board and public at the meeting."
 - b. **DISCUSSION AND POSSIBLE ACTION:** Sum It Up Accounting monthly fee increase.
 - c. **DISCUSSION AND POSSIBLE ACTION:** Robert Puckett and Board President, to be designated contact person for the State and other decisions for possible grants to replace Peter Kampa do Kampa's resignation.
 - d. **BOARD COMMENT AND QUESTIONS:** At this time, members of the Board may ask questions of staff, request reports be made at a later date, or ask to place an item on a subsequent agenda within the Board's jurisdiction. In addition, the Board members may make comments on any topic that is not on the agenda; however, no action may be taken on such topics.
4. **ADJOURNMENT:**

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 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.

Regular Meeting of the HCSD Board of Directors
Oct. 9, 2019 at 6:30 P.M.
Meeting Minutes
Hornbrook Elementary School
15430 Oregon Road, Hornbrook, CA 96044

BOARD OF DIRECTORS: Robert Puckett, Michele Hanson, Melissa Tulleo, Patricia Brown.

1. **CALL TO ORDER:** Pledge of Allegiance, Roll Call and Establishment of Quorum:
Called to order at p.m. Present, Robert Puckett, Melissa Tulleo, Michele Hanson,
and absent. Patricia Brown. Quorum established.

2. **PUBLIC COMMENT:** Any person may address the Board at this time on any matter within the jurisdiction of the District. A maximum of three minutes is allowed each person and a maximum of 10 minutes per topic. The presiding officer has discretion to extend the time and/or reasonably limit the length of time for any individual comments. Written comments may be presented to the Board of Directors. Any person wishing to address the Board on an item ON THE AGENDA will be given the opportunity at that time. Speakers are encouraged to consult District Management or Directors prior to agenda preparation regarding any District matters, as no action will be taken on non-agenda issues. Larry Grieb Commented on the theft of water that was being taken by one resident, and what were we doing about it.

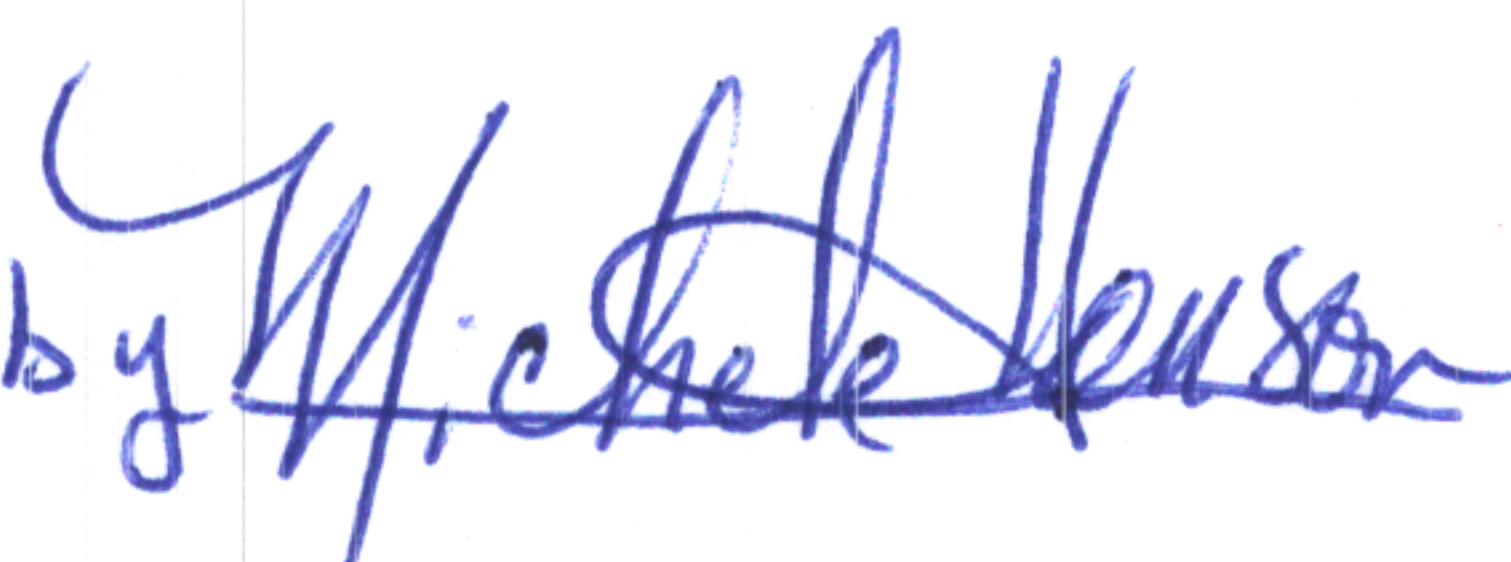
3. **ITEM TO BE ADDED TO AGENDA:**
Item to be added to agenda is item e., Resolution 2019-018. It is being added because it was submitted after the agenda was posted and needed to be voted on and approved by 10/10/19 and turned into the County by 10/10/19. Motion to add item was made by Hanson and 2nd by Tulleo with 3 ayes, 0 nays, and 1 absent. Motion carried.

4. **DISCUSSION AND ACTION ITEMS:**
 - a. **APPROVE and AUTHORIZE SIGNATURES** on Warrant Authorization Form for District expenses received through Oct. 9, 2019, "A list of the bills to be paid will be made available to the Board and public at the meeting." Including payroll to date.
Motion to approve all bills presented made by Hanson and 2nd by Tulleo, with 3 ayes, 0 nays and 1 absent. Motion carried.
 - b. **DISCUSSION AND POSSIBLE ACTION:** Sum It Up Accounting monthly fee increase.
Motion to approve Sum It Up Accounting fee increase was made by Hanson, 2nd by Tulleo, with 3 ayes, 0 nays, and 1 absent. Motion carried.
 - c. **DISCUSSION AND POSSIBLE ACTION:** Robert Puckett as Board President, to be designated contact person for the State and other decisions for possible grants to replace Peter Kampa do Kampa's resignation.
Motion to approve Board President Puckett as contact person, made by Hanson and 2nd by Tulleo , with 3 ayes, 0 nays, and 1 absent. Motion carried.
 - d. **BOARD COMMENT AND QUESTIONS:** At this time, members of the Board may ask questions of staff, request reports be made at a later date, or ask to place an item on a subsequent agenda within the Board's jurisdiction. In addition, the Board members may make **comments** on any topic that is not on the agenda; however, no action may be taken on such topics. Puckett commented about the funding for the repairs and the cost for the plant. RCAC and Carney Briggs are working with the state to get 100% funding for the repairs without the 25% up front to release the funds. No other comments by the Board.

- e. **RESOLUTION 2019-018:** Ballot Measure calling for a special election to be held on 3/3/20 for Two (2) Board of Director seats for the Hornbrook Community Services District. Motion to approve Resolution 2019-018 was made by Hanson and 2nd by Tulleo, with 3 ayes, 0 nays, and 1 absent. Motion carried.

5. **ADJOURNMENT:** Meeting adjourned at 7:26 p.m. Next regular meeting Nov. 13, 2019 at 6:30 p.m.

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Submitted by  Board Secretary

Bills to be paid

Warrant Auth.

Sum it Up	\$905.00
Hornbrook Elementary	\$40.00
Siskiyou Sanitary	\$151.80
Basic Lab	\$157.20
KWB-Winston	\$1,500.00
Murphy Pearson et al	\$1,000.00
G&G Hardware	\$20.73
PP&L	\$962.74
Kevin Dixon	\$100.00
Siskiyou County Tax	\$78.34 <i>property tax</i>
Fed. Tax 3rd quarter	\$1,088.03
State Tax 3rd quarter	\$104.22

Total

\$6,108.06

Clint Dingman

payroll 9/16/19 through 9/30/19 **\$536.36 Paid.**

AFFIDAVIT OF POSTING NOTICE

STATE OF CALIFORNIA)
) ss.
COUNTY OF SISKIYOU)

I, Michele HANSON, hereby certify that on the

Name

18th day of October, 2019, I did post the Notice of Special Election for

Hornbrook Community Services District

Name of District

for the March 3, 2020 Election at the following location:

1. 15155 Hornbrook Rd. Hornbrook CA.
Location
AND 114 Copco Rd. Hornbrook, CA.

I declare under penalty of perjury that the foregoing is true and correct.

Dated at Hornbrook, this 18th day of October, 2019.

Location

Month

Michele Hanson
Signature

BOARD SECRETARY
Title

NOTICE OF SPECIAL ELECTION
HORN BROOK COMMUNITY SERVICES DISTRICT

NOTICE IS HEREBY GIVEN that the Hornbrook Community Services District will have a special election on March 3, 2020, for the purpose of electing Directors to the district. Two Directors are to be elected to full terms at said election ending on December 1, 2023.

Nomination papers will be available November 12, 2019 through December 6, 2019 in the office of the Siskiyou County Clerk, 510 N. Main Street, Yreka, CA 96097; phone 842-8084. Completed papers must be filed in the office of the County Clerk no later than 4:00pm, on December 6, 2019.

Appointment to each elective office will be made by the Board of Supervisors if there are no nominees or an insufficient number of nominees for the office and a petition signed by 10% of, or 50 voters, (whichever is the smaller number) has not been submitted to the County Clerk by December 6, 2019 requesting that an election be held.

In order to qualify for the position of Director, a person shall be a registered voter residing in the district at the time nomination papers are issued.

NOTICE IS FURTHER GIVEN that the polls at said election will be open from 7:00 a.m. until 8:00 p.m.

Dated: October 17, 2019

s/Laura Bynum, County Clerk

**NOTICE TO SUBMIT HORN BROOK COMMUNITY SERVICES DISTRICT BALLOT
MEASURES TO A VOTE OF THE VOTERS**

Resolution No. 2019 - 018

**A RESOLUTION OF THE HORN BROOK COMMUNITY SERVICES DISTRICT BOARD
CALLING A SPECIAL ELECTION BE HELD IN ITS JURISDICTION
ON MARCH 3, 2020 FOR TWO DISTRICT BOARD OF DIRECTOR SEATS;
REQUESTING THE BOARD OF SUPERVISORS ORDER CONSOLIDATION OF THIS
ELECTION WITH ANY OTHER ELECTION CONDUCTED ON SAID DATE; AND
REQUESTING ELECTION SERVICES BY THE SISKIYOU COUNTY CLERK AND
REGISTRAR OF VOTERS**

Section 1: Call of Election. A special election is called for the Hornbrook Community Services District to be held on Tuesday, March 3, 2020, for the purpose of electing two (2) District Board of Directors members for full terms (four years). Said District has determined that the two open District Board of Director seats be put to a vote of the voters of the District at the election held on March 3, 2020.

Section 2: Request to Consolidate. The Hornbrook Community Services District requests That the Siskiyou County Board of Supervisors order consolidation of such election with any other applicable election conducted on the same day and the District consents to such consolidation. The District acknowledges that the election will be held and conducted according to procedures in the Elections Code, including Sections 10404 & 10418.

Section 3: Request for County Services. Under Section 10002 of the California Elections Code, the Hornbrook Community Services District requests the Siskiyou County Board of Supervisors to permit the County Clerk and Registrar of Voters to render services to the Hornbrook Community Services District relating to the conduct of the District's special election which is called to be held on Tuesday, March 3, 2020. The services shall be of the type normally performed by the Registrar of Voters in assisting special districts in the conduct of elections, including but not limited to checking registrations, mailing ballots, hiring election officers and arranging for polling places, receiving absentee voter ballot applications, mailing and receiving absent voter ballots and opening and counting same, providing and distributing election supplies, and furnishing voting machines.

Said District has determined the following election particulars:

A. The County Clerk and Registrar of Voters is requested to provide election services. If the District requests the Siskiyou County Clerk's Office to provide election services, all applicable costs will be paid for by the District or the District shall request and receive a waiver of costs from the Siskiyou County Board of Supervisors or other

satisfactory arrangements as authorized under Elections Code Section 10002 may allow.

B. The District hereby certifies that there have been no District boundary changes since their last election.

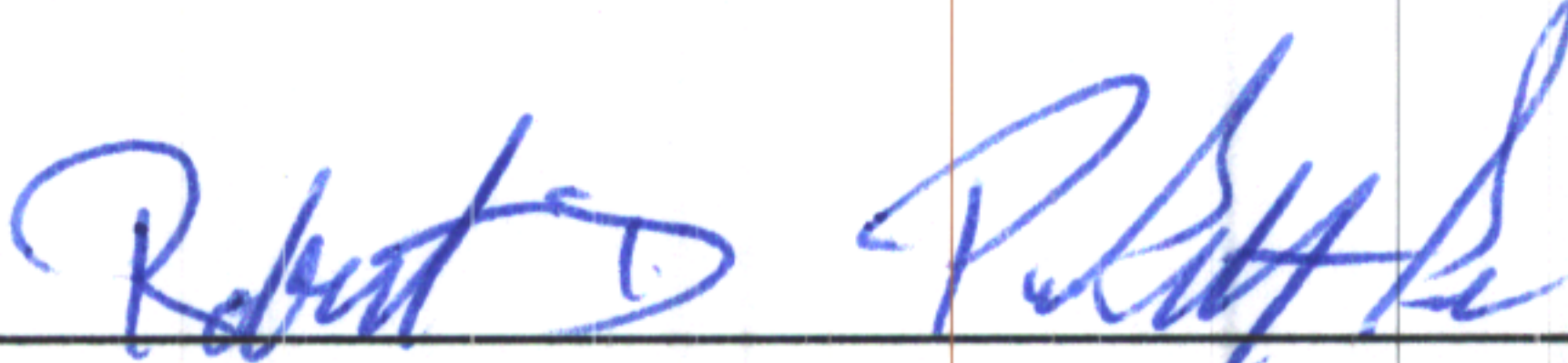
Section 4: **BE IT RESOLVED** that the Board of Supervisors of the County of Siskiyou is hereby requested to:

1. Order consolidation of said election with any other applicable election conducted on the same day; and/or conduct the election by mail ballot only if allowable under state law.
2. Authorize and direct the County Clerk and Registrar of Voters, pursuant to satisfactory arrangements made for payment pursuant to Elections Code Section 10002, to provide all necessary election services.

This Resolution shall be considered a Notice of Special Election and Specification of Election Order if applicable.

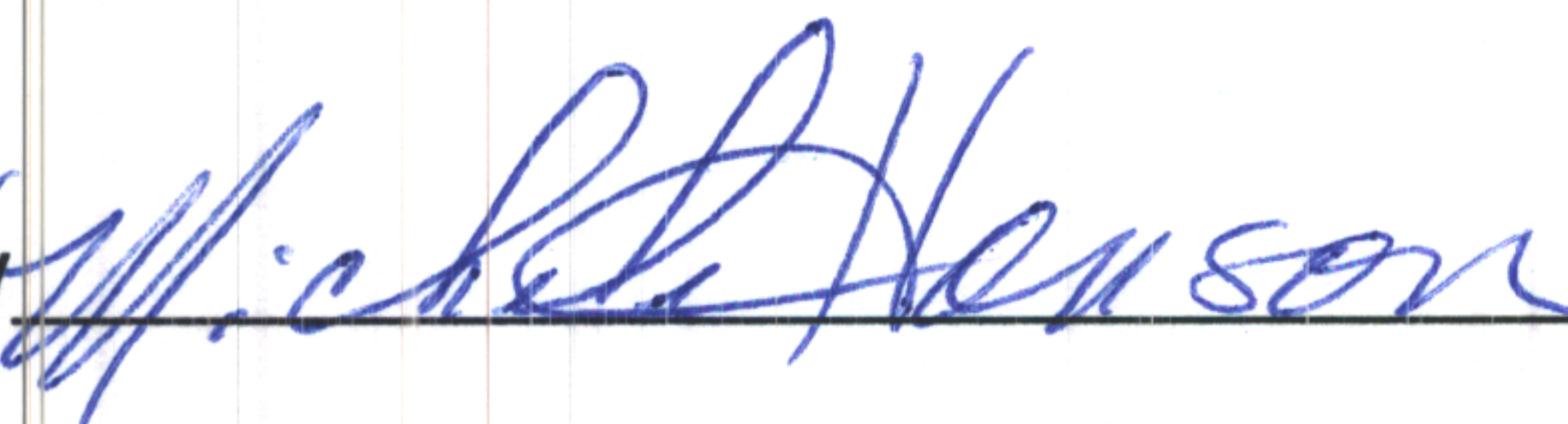
PASSED AND ADOPTED by the Hornbrook Community Services District on October 9 th, 2019, by the following vote:

AYES: 3
NOES: 0
ABSENT: patty Brown
ABSTAIN: 0



Robert Puckett, Chair for the Board of Directors for the Hornbrook Community Services District

ATTEST:
Secretary for the Hornbrook Community Services District

By 

**FOR CLERK'S OFFICE USE
ONLY**

Reviewed by: _____

Date: _____