

**Regular Meeting of the HCSD Board of Directors
January 13, 2021 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 Call1-669-900-6833, Enter Code 85988655012# when prompted
Hornbrook, CA 96044**

MINUTES

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

1. **CALL TO ORDER:** Meeting called to order at 5:12 pm. Roll call, Robert Puckett, Elaine Mellon, Melissa Tulleo and Michele Hanson present and Raegan 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.
 - Larry Grieb asked if well 1 had been lowered ten feet or thirty feet. He was told by Puckett it was only lowered ten feet.
 - Kevin Burger, (real estate broker), made inquiry for Hornbrook trailer park, asked what is our plan going forward. Puckett explained to him due to the fire in 2018 the funds coming from State and OES we would be replacing both holding tanks, replace the well houses and other needed repairs. But being the funds are coming from the State and other Gov. Agencies it is taking time.
3. **Approve and Authorize Signatures:** on Warrant Authorization Form for District expenses received through January 13, 2021, "A list of the bills to be paid will be read to the Board and public at the meeting. Including payroll:
Puckett read allowed the list of bills to be paid and the payroll with no objections. Hanson then moved to except and authorize payment and signatures on warrants. Mellon 2nd the motion, with 4 ayes, 0 nays, and 1 absent. Motion carried.
4. **Discussion and Possible Approval of Minutes:** Meeting minutes of Dec. 9, 2020:
All board members had read and found no corrections to be made. Hanson moved to accept the minutes of Dec. 9, 2020, Tulleo 2nd the motion with 4 ayes, 0 nays and 1 absent. Motion carried.
5. **Discussion and Possible Action:** Change meeting day due to Board availability: The Board discussed changing the regular monthly meetings to the 3rd Monday of the month at 5:00 pm. This will enable those board members with a conflict due to work or other schedule conflicts to attend the meetings. This change will start with the Feb. 15th meeting. Tulleo moved that we accept this change temporarily to see if it fits everyone's schedules. Mellon 2nd the motion with a vote of 4 ayes, 0 nays, and 1 absent. Motion carried. Regular Board meetings will be held on the 3rd Monday of the month at 5:00 pm until further notice.

- 6. Update, Discussion and Possible Action:** Sum-it-up accounting monthly pay rate.
Board discussed increasing Sum it ups monthly rate by \$200.00 due to the extra work it will be doing for the District to stay in compliance with the State guide lines now in effect, and yearly audits that will be done going forward, with the possibility of revisiting it again in the future.
Hanson moved to approve rate increase of \$200.00 monthly and was 2nd by Tulleo with 4 ayes, 0 nays and 1 absent. Motion carried.
- 7. Approval on District Audits for 2018, 2019, and 2020 Fiscal Year:** This approval is to accept the General Accepted Accounting Principles, (GAAP), the AJE and Depreciation Schedule, to complete the three Fiscal Year audits that are being done by the auditing firm. Hanson moved to approve the GAAP, AJE and Depreciation Schedule. Mellon 2nd the motion, with 4 Ayes, 0 Nays and 1 absent. Motion carried.
- 8. Update, Discussion and Passible Action:** Hornbrook CSD rate study: The Board discussed the plan to go forward with rate increase. Each Board Member suggested their own rates that they thought might be acceptable. It is inevitable the rate will have to be raised to stay above water in the future due to increasing operating costs and stay in compliance with Prop. 218. The District is trying to wait till the stay at home order is lifted by the state so we can have a face to face meeting with the public to get their input. Hopefully this will be in the next couple of months. The Board rejected RCAC's rate study report because it was out of reach for the District customers. Until then this is just in the discussion phase. The Board will be discussing it again at the next regular Board meeting.
- 9. 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.
Elaine Mellon expressed concern over the wells being depleted and what we could do about that. She suggested hiring a company to come in and see if we may have leaks in the system somewhere that is causing the wells to pump harder to keep the tank full.
- 10. ADJOURNMENT:** Next regular meeting will be held on Feb. 15, 2021 at 5:00 pm via teleconference/zoom. Motion to adjourn made by Puckett and 2nd by Tulleo with 4 Ayes, 0 Nays and 1 absent. Motion carried. Meeting adjourned at 6:37 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 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 _____ Board Secretary

