

HORNBROOK COMMUNITY SERVICES DISTRICT

Special Meeting Minutes of the HCSD Board of Directors

June 15, 2023 at 6:00pm

Hornbrook School, 15430 Oregon Rd, Hornbrook Ca.

Or Attend by Phone, Please Dial **1-669-900-6833** at 6:00pm. When prompted, enter the code **846 0618 5259#**, then enter the pass code **96044#** when prompted or join by

<https://us02web.zoom.us/j/84606185259?pwd=cmUzeXhSRmV3ZmFLcU9VL1JxNmF2dz09>

MINUTES

Board of Directors: Robert Puckett, Elaine Mellon, Melissa Puckett Tullado, John Moody, and Jesse Fowler:

1. **Pledge of Allegiance:** Bob, 6:06;

2 **Call To Order:** 6:07;

3. **Roll Call:** Robert Puckett, Elaine Mellon, and Melissa Puckett Tullado, were present, Jesse Fowler and John Moody were absent, Quorum established;

4. **. 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. No action will be taken on non-agenda issues; Larry Grieb stated that the water was bad, the Board agreed;

5. **Discussion and Possible Approval of Minutes:** Regular meeting of May 9, and the special meeting of May 25, 2023, and the regular meeting of June 13, 2023: With the correction in the May 9th minutes, #8, 7th line down, should read \$1.75 for a thousand gal; and #8, line #10 should say, write a letter, Elaine made a motion to accept the minutes of May 9, 2023 and Special Minutes of May 25, 2023 and minutes of June 13, 2023, Melissa 2nd, 3 ayes, 0 nays, and 2 absent, passed;

6. **Approve and Authorize Signatures:** on Warrant Authorization Form for District expenses received through June 13, 2023. A list of the bills to be paid will be read to the board and public at the meeting, plus payroll: Bills were read and Melissa made a motion to pay the bills as presented, Elaine 2nd, 3 ayes, 0 nays, and 2 absent, passed;

7. Discussion and Possible Approval: We still owe the County Clerks Office \$8,177.34 for the November 2, 2021 Special District Election in Siskiyou County. We can make payments of \$1,000.00 a month until paid off: Bob made a motion to start paying \$1,000.00 a month to pay off, Melissa 2nd, 3 ayes, 0 nays, and 2 absent, passed;

8. Discussion and Possible Action: Transfer of funds in the amount of \$15,000.00 from account # 800000 to account # 728000 to help pay bills: Elaine made motion to transfer \$15,000.00 from account #800000 to account #728000, Melissa 2nd, 3 ayes, 0 nays, and 2 absent, passed;

9. Administrator Update: The state said no. We have a 5 person board and we should handle our own affairs. Barry said that the community should get involved and step up and help the water district any way they can:

10. Discussion and Possible Approval: A Resolution of the Governing Body of the Hornbrook Community Services District declaring an election on November 7 2023. Resolution #2023-004. We have three seats coming up for election, two four years terms, Elaine Mellon and John Moody, and one two year term, Jesse Fowler, who was appointed to take Bryant Schauffler's term: Elaine made a motion to accept Resolution #2023-004 to call an election for the Hornbrook Community Services District in November of 2023, Melissa 2nd, 3 ayes, 0 nays, and 2 absent, passed;

11. Discussion and Possible Action: To adopt Resolution No. 2023-05, the third amendment of Resolution No. 2021-002, Declaring a Water Shortage Emergency. This third amended Resolution increases the maximum monthly water usage from 12,000 gallons of water per household per month to 50,000 gallons of water per household per month, by limiting daily water usage to 1,666 gallons per household per day: Melissa made a motion to accept Resolution #2023-05 as written, Bob 2nd, 3 ayes, 0 nays, and 2 absent, passed;

12. Discussion and Possible Action: Jesse Fowler was going to find out what new electronic meters cost we can answer any questions he has about our policy's and procedure's: Jesse was supposed to call in, but he did not. Carry over until our next meeting;

13. 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 make comments on any topic not listed on the agenda but may not be acted upon: Elaine asked which well is the worst tasting well, #2.

14. Adjournment: Bob motioned to adjourn and Elaine 2nd, 3 ayes, 0 nays, and 2 absent, passed at 6:49.

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: 1. A paper copy mailed pursuant to a written request and payment of associated mailing fees. 2. 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 an HCSD Board Member. Advance notification will enable the District to make reasonable arrangements to ensure accessibility.

Signed, Board Secretary: Melissa Pickett Tullberg

Dated: 6/15/23