

**HORNBROOK COMMUNITY SERVICES DISTRICT**  
**P.O. BOX 29, HORNBROOK, CA. 96044**  
**REGULAR MEETING MINUTES OF 12/20/16**  
**6:30 P.M., HORNBROOK COMM. HALL, 220 MAIN STREET, HORNBROOK, CA**

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

**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, Patricia Slote, Bryant Schauffler. Absent: John Moody, Melissa Tulleo. Quorum Established. Peter Kampa, General Manager, is present for this meeting via teleconference.

**2. Public Comment Period:** Peter Harrell made comments regarding possible liability to the District from actions by board members in their official capacity. Mr. Harrell further commented that wording of the description of the public comment period is incorrect on the agenda. He also had comments regarding reimbursement to Patricia Slote listed under the consent agenda. Mr. Harrell further questioned Clint Dingman's presence at this meeting. Additionally, Mr. Harrell commented regarding the Resolution and Agreement with Kirsher, Winston and Boston, noting the documents were not included in the agenda packet.

**3. Presentation Only:** Prior to Mr. Kampa's presentation, Mr. Harrell commented on the Conditional Settlement and Waiver of Right to Hearing and Reconsideration with the State Water Resources Control Board, noting the written action taken by SWRCB is not part of the agenda packet; only the acceptance, listed as Exhibit A, is made part of this agenda.

Peter Kampa advised the Board that SWRCB, whenever there is a diversion of water, requires a Statement of Use be provided to the State and this report was not filed by HCSD for 2015. This Settlement was an opportunity for the District to avoid further fines by paying \$250.00 and submitting the report. The report has been submitted and the warrant for \$250.00 will be requested from the Siskiyou Auditor-Controller under this meeting's Consent Agenda.

Mr. Kampa further gave his verbal presentation, which included ongoing administrative and other procedures he's addressing for the District. He also has received recommendations from board members regarding infrastructure, equipment and actions needed to "take the District to the next level."

**4. Consent Agenda:** President Puckett read the list of items for approval. There was a short discussion regarding reimbursement to Patricia Slote. Peter Kampa advised this reimbursement, since it does not involve a contract or agreement, but is for district supplies purchased, can be approved under the consent agenda since the amount and receipts have been disclosed.

**Motion by Bryant Schauffler, second by Robert Puckett to approve the Consent Agenda as read by President Puckett.**

**Ayes: Puckett, Slote, Schauffler**

**Absent: Moody, Tulleo**

**5. Discussion and Action Items:**

- a. Annual Board Appointment of Officers/ Discussion re: need for annual appointment. No action taken.
- b. Budget Transfer discussed. Auditor's office is requiring a new line item for payment to Worker's Compensation.

**Motion made by Patricia Slote, second by Bryant Schauffler to approve budget transfer in the amount of \$1000.00 from Unassigned Fund Balance to a Workers Compensation line item.**

**Ayes: Puckett, Slote, Schauffler**

**Absent: Moody, Tulleo**

- c. 2017 Preliminary Budget discussion including need for notice of public hearing to be published in the local newspaper. Mr. Kampa indicated he has received budget information from the County Auditor's Office, but, because of the District being set up on a calendar year, rather than a fiscal year, there are still some questions about line item amounts needed. He will follow through on that and provide final budget information, if available, for approval at the next regular meeting.



**Motion made by Bryant Schaufler, second by Patricia Slote to adopt a Resolution approving the preliminary 2017 budget and calling a public hearing to be held for final budget adoption at the next regular board meeting.**

**Ayes: Puckett, Schaufler, Slote**

**Absent: Moody, Tullado**

- d. The Board discussed the need to adopt a resolution approving a revised agreement with Kirsher, Winston, and Boston for legal representation related to specific lawsuits. Mr. Kampa advised the agreement is not necessarily for specific lawsuits that have been filed, but for the law firm to represent the District in the types of lawsuits that the District needs to respond to. Further discussion included comments from Peter Harrell and Roger Gifford regarding the agreement before the Board.

**Motion made by Patricia Slote, second by Robert Puckett to adopt a Resolution approving a Revised Legal Services Agreement with Kirsher, Winston and Boston.**

**Ayes: Puckett, Schaufler, Slote**

**Absent: Moody, Tullado**

- e. The Board discussed the need for membership in the California Special Districts Association. Mr. Kampa pointed out there are numerous benefits, including relevant information for small districts, access to their website for answers to questions, free training, advocacy for small districts with the State, insurance, and other resources.

**Motion made by Bryant Schaufler, second by Robert Puckett to approve an application to California Special District Association and payment of annual membership dues in the amount of \$398.00.**

**Ayes: Puckett, Schaufler, Slote**

**Absent: Moody, Tullado**

- f. Discussion regarding the development of a district website for HCSD. Mr. Kampa explained the cost of \$50.00 includes maintenance of the website which he and his employee will develop for the District.

**Motion made by Robert Puckett, second by Bryant Schaufler, to approve a subscription to Streamline-Digital Deployment.**

**Ayes: Puckett, Schaufler, Slote**

**Absent: Moody, Tullado**

6. **Directors Comments:** Bryant Schaufler noted that he and Clint Dingman emptied and cleaned the storage unit, moving it's contents to the plant building. He also requested Peter Harrell's contact information to be able to set up a time to test Kimberly Olson's meter. Also, short discussion to calendar next regular meeting for Mr. Kampa to be able to be present. Meeting to be Tuesday, 1/24/17 at 6:30 p.m.

Mr. Gifford commented that the Board has not provided a letter to him regarding denial of his request for indemnification in existing litigation.

7. **CLOSED SESSION:** After a short discussion, the closed session for a teleconference with legal counsel regarding Peter T. Harrell v. HCSD, Michelle Hanson, Patricia Brown, Sharrel Barnes, Robert Winston, Julie Bowles, Clint Dingman, Ernest Goff, Roger Gifford, et al will not be completed at this time. No reportable action taken.

8. **Adjournment:** Meeting adjourned at 8:04 p.m.

Submitted by: \_\_\_\_\_

Patricia E. Slote

Board Secretary

## Recommended Budget

We the governing Board of Hornbrook Comm. Services District, hereby approve the 12/31/2016 YTD and the Recommended Budget for the calendar year 2017.

DISTRICT NAME: Hornbrook Comm. Services District

BOARD MEMBER: Robert D. Peltz RDP

Byron Schaffer

Patricia E. Sloto

DATE: 12/20/16

Please return this form along with a completed Budget worksheet to the Siskiyou County Auditor's Office.

**By mail to:** Siskiyou County Auditor's Office  
311 Fourth Street, Room 101  
Yreka, CA 96097

COUNTY OF SISKIYOU

SPECIAL DISTRICT

TRANSFER REQUEST AND APPROVAL

Due to budget deficiency, or unanticipated expense, we are requesting a transfer, or an additional appropriation for the following purpose:

To appropriate funds from Unassigned Fund Balance to Worker's Compensation line in the amount of \$1000

DISTRICT NAME: Hornbrook Community Services District

FROM:				TO:			
FUND	ORG	ACCT	AMOUNT	FUND	ORG	ACCT	AMOUNT
Fund Bal		471000	\$ 1,000.00	Work Comp		623100	1000.00
		Total	\$ 1,000.00			Total	\$ 1,000.00

Approved this 20 day of December, 20 16

Robert J. Smith  
Board Chairman

Bryan Schaffner  
Board Member

Patricia E. Slote  
District Secretary

Patricia E. Slote  
Board Member

For a five board member district, transfer requires three signatures. For a three board member district, transfer requires two signatures.

Jana Wilkins  
County Auditor

51707640

12/27/16

Sh

64,410.24