**Orick Community Service District**

**Regular Meeting**

**June 11, 2025**

**Orick Community Hall**

**MINUTES**

**1. CALL TO ORDER/ROLL CALL:** Ron Barlowcalled the meeting to order at 6:00 p.m.

**MEMBERS PRESENT:** Ron Barlow, Bob Secor, Marla Zuber, Byron Frick and Kaitlyn Combs

**MEMBERS ABSENT:** None

**STAFF PRESENT:** Barbara Mitchell, Marcie Allen, Bill Allen

**STAFF ABSENT**: Trevor Avram

**OTHERS PRESENT:** VFD Chief Steven Baker, Philip Coombs VFD, Joseph Hufford, Donna Hufford,

Josh Zender w/ Cal Poly

**2. APPROVAL OF AGENDA:** Byron Frick made a motion to approve the June 11 Agenda. Kaitlyn Combs seconded the motion; the motion was passed unanimously.

**3. APPROVAL OF CONSENT AGENDA:** Bob Secor made a motion to approve the Consent Agenda.

Byron Frick seconded the motion; the motion was passed unanimously.

**4.** **PUBLIC COMMENT**: None

**5. INFORMATION – DISCUSSION:**

 **a**. **Wastewater Study Grant:** No LACO representative present. Ron B. did contact Rod Wilburn (LACO) who plans to be at the next meeting with the draft feasibility study. The amendment is still waiting for approval. Ron asked him if monies are taken from State will this effect this grant. Rod said no, all looks good.

 **b. Tank Grants:** Bill Allen reported that the automation of pumps will continue to be monitored. Floats are set to turn off pump at 13’. Reminded VFD if a fire occurs in Orick the pumps will need to be turned on manually; otherwise, tanks will run dry. (see T. Avram’s attached maintenance report re Tanks).

 **c. Smart Meter Grant:** Donna Hufford, with Hufford Construction had questions regarding the contract agreement for the Smart Meter project, which has not yet been signed. The Notice to Proceed was signed and meters have been ordered and delivered. She asked about payment protocol. As there were no representatives available to answer questions, Ron Barlow said that he will contact Jordan Blough with LACO and Trevor Avram regarding these issues. Kaitlyn Combs did say that the effective signature(s) date on the Notice to Proceed should be the same date as the Contract. Ron commented that all paperwork should have been signed and it will be straightened out. There is still the concern that there are not enough funds in the Grant to cover the entire cost of this project.

Please read the attached portion of Trevor Avram’s Maintenance Report re: **SMART METER PROJECT**

**d. Micro Grid Grant:** Josh Zender, with Cal Poly who is representing the OCSD with this grant through PG&E, passed out images of possible locations that could work. He explained the project in more detail, and did clarify that he is only asking for some general feedback at this time. There were questions of who would be the owner/operator of this: for example, Redwood Energy Authority. Marla Zuber asked if there would be a cost to the OCSD. Josh said no. Kailyn Combs asked if we would buy or lease the property and Josh said leasing would be the better choice. Also, solar panels could be raised, so that grazing of animals or vehicle parking, would not be affected. Some location ideas from the group were the old mill site on Bald Hill Road and the school site where the wastewater will supposedly be located. Josh asked if any board members would be willing to approach the school or the mill site. Byron F. will talk to school board member Kimberly Frick, and Ron B. will talk to Mary Burke re: the mill site. Ron thanked Josh for coming to our meeting and for taking the time and interest to help this small community. Josh did say that he should be able to put info together by December.

 **e. OCSD Finances:** No issues to report

 **f. Draft Budget FY 2025-2026:** Board members were given the draft budgets to review for the next meeting. VFD Chief Steven Baker did have projected budget numbers to complete their request for expenses. Staff will input his numbers into the form. Final Budget FY 2025-2026 will be presented as an Action Item at the next Board meeting for approval.

**6. ACTION AGENDA:**

 **a.**

**7. STAFF REPORTS:**

 **a. OCSD Office:** All running smoothly. There is no issue to report

**b. Water System:** Customer had another with air in his waterline. Parts to repair have

been ordered.

**c. Fire Hall:** Bill A. explained that they are having issues trying to make contact with AmeriGas regarding connecting the line from tank to the generator. Mechanic D. Linton did come and look over the truck in the hall. Bill did ask what vehicles are necessary to respond to medical emergencies only.

Philip Coombs explained that the yellow truck needs to go now, because it carries necessary items (liter board, etc.) that won’t fit in the Emergency Van. Bob Secor commented that now that the new bay is complete, all fire vehicles should be parked at the fire department.

**d. Community Hall:** Bill A. has made an appointment for moss removal of the roof.

**8. BOARD MEMBER REPORTS:**

a**. Levee Report:** No reports

b. **Board Members:**  No reports

**9. ADJOURNMENT:** Adjourned to the public at 8:00 p.m.

**10. CLOSED SESSION:** Personnel

**11. ADJOURNED: 8:10 p.m.**

**Next Regular Meeting is scheduled for July 9, 2025**