**Orick Community Service District**

**Regular Meeting**

**June 12, 2024**

**OCSD Office**

**MINUTES**

**1. CALL TO ORDER/ROLL CALL:** Ron Barlowcalled the meeting to order

at 5:59pm

**MEMBERS PRESENT:** Ron Barlow, Byron Frick and

Kaitlyn Combs

**MEMBERS ABSENT:** Bob Secor, Marla Zuber

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

**STAFF ABSENT**: None

**OTHERS PRESENT:** Jordan Greco, Molly Murphy, Steven Baker VFD fire chief, Regina Baker VFD.

**2. APPROVAL OF AGENDA:** Ron Barlow called for an amendment to the June 12 agenda. Item B. in the information/discussion to be moved to a closed session immediately following the regular meeting. Kaitlyn Combs made the motion to approve the amended agenda, Byron Frick 2nd, all approved amended agenda.

**3. APPROVAL OF CONSENT AGENDA:** Byron Frick made a motion to approve the consent agenda. Kaitlyn Combs seconded the motion; the motion was passed unanimously.

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

**5. INFORMATION – DISCUSSION:**

 **a. Wastewater Study Grant:** Belle Cotti from LACO went over her report of the testing done at the school. Ron Barlow asked about a timeline and about the testing on the property 121091 Hwy 101. Belle responded that they had not received permission to do testing on that property yet. Belle talked about the amendment for the feasibility study, and how slow the State moves with approving projects. Rod Wilburn explained that it could take up to 6 to 8 months for the state to make decisions. The grant will end on 12-1-2024 so they plan to have the amendment for the feasibility study to continue for another 18 months.

 **b. Appraisal of 121091 Hwy 101:** Item moved to closed session

 **c**. **Tank Grant:** Trevor Avram told the board that Tank 1 project is underway. They have demolished the tank and foundation. Tank 2 is still in the preliminary stages.

 **d.** **Drought Relief Grant/Grant Writer:** Trevor Avram told the board that the Bid documents and plans and specifications have been completed. Trevor will review the documents and will decide when to go out to bid for the smart meter project. Trevor will work with Belle Cotti to plan the next step.

 **e. Discuss Finance:** Barbara Mitchell told the board that the everything is good.

 **f. Draft Budget for 24-25:** The board reviewed the draft budget. Chief Baker said he made make some changes to OVFD budget and have it ready for next meeting. Ron Barlow said to put the budget on the action agenda for approval at the July Meeting.

**6. ACTION AGENDA:**

 **a. Resign Judy Hagood as OVFD Treasurer and Appoint Regina Baker as OVFD Treasurer. Remove Judy Hagood from Orick Volunteer Fire Department US Bank checking account and add Regina Baker to Orick Volunteer Fire Department US Bank Checking account:** After some discussion, Kaitlyn Combs brought up the two OVFD account the one a US Bank and the account at Tri Counties. Kaitlyn said both of these accounts will need to have oversite, and maybe combine them in the future and get a debit card for Chief Baker to have on hand. This should make it easier for Chief Baker to purchase supplies going forward. Kailyn Combs made the motion to remove Judy Hagood from the Orick Volunteer Fire Department’s US bank account and to add Regina Baker to the US Bank account. Byron 2nd the motion, all approved.

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 **b. Fund draw from the 2590 for employee wages, for the Community Hall kitchen renovation:** Byron made the motion to approve a fund draw, Kailyn 2nd the motion all approved the Fund Draw from 2590, all approved.

**7. STAFF REPORTS:**

 **a. OCSD Office:** All running smoothly. There is not issue to report

**b. Water System:** Trevor Avram went over his report and see attached report.

**c. Fire Hall:** Chief Baker went over his report. He said the generator for the Fire Hall and the Community Hall will be coming this month. Chief Baker discussed the need for the cement pad for the generator. Ron said it is in your budget, so go ahead and get it done. Ron Barlow asked how the fire department’s equipment was doing? Chief Baker said all is good. The Yellow Truck pumped good the other night, when they put out a fire off of Drydens Rd.

**d. Community Hall:** Trevor Avram told the board what has been completed so far towards the renovation to make the Commissary Kitchen. New sinks, Mop sink, and Firewall behind the stoves. Bill Allen said we should be done in the next week. Jordan Greco presented the board with proposal for renting the hall for there business. Ron Barlow and Kailyn Combs talked about the work that Jordan had been doing with Bill and Trevor at the hall. They discussed that his work has been valuable in this project. The board suggested that they get credit for their time. Ron asked Jordan to put together a spread sheet of the time they put into the community hall. Kaitlyn Combs brought up rate schedule and we should be put on information discussion for the next meeting. Jordan told the board that he wants open for business July 1st.

**8. BOARD MEMBER REPORTS:**

a**. Levee Report:** Ron Barlow talked aboutLost Coast Outpost want to come up and do an article about the levee. Chief Baker brought up during the high-water event this past winter when they were inspecting the levee at 12am they were told to look for a muddy spot on the dry side of the levee, but due to so much vegetation, that was impossible to do. Chief Baker said they need to mow the dry side so that proper inspections can be done.

b. **Board Members:** Kailyn Combs talked about the Technical Assistance she put in for through the EPA. Kaitly discussed that is was for wastewater assistance, rate studies, planning etc, With LACO working on the wastewater project. We will send the information to LACO to see if they might have some services the LACO could use. Kaitlyn told the board that Josh Zendar from Cal Poly said it will be September before the next step towards the Micro Grid Project.

**9. ADJOURNMENT: 7:25pm**

**Closed Session:** Appraisal of 121091 Hwy 101

**Next Regular Meeting is scheduled for July 10, 2024**