**Orick Community Service District**

**Regular Meeting**

**September 11, 2024**

**OCSD Office**

**MINUTES**

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

at 6:01pm

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

Kaitlyn Combs

**MEMBERS ABSENT:** Marla Zuber

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

**STAFF ABSENT**: Marcie Allen

**OTHERS PRESENT:** Larry Doss, Donna and Joe Hufford, Leonel Arguello (RNP), Joe Herman, Belle Ciotti (LACO) Jordan Greco

**2. APPROVAL OF AGENDA:** Bob Secor made a motion to approve September 11, 2024 Agenda. Byron Frick seconded the motion; the motion was passed unanimously.

**3. APPROVAL OF CONSENT AGENDA:** Bob Secor 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 Ciotti went over her schematic of leach field at the Orick School site. Belle asked about the land adjacent to the Community Hall. Ron said that at the closed session no action was taken. The land owner wants $400,000 and the appraisal came in at $50,000 for the land. Ron asked Larry about the land and eminent domain. Larry Doss said that it was a very expensive process and should only be used as a last resort. Larry would continue to see about other land that could be used for the wastewater system.

 **b**. **Tank Grant:** Trevor Avram updated the progress of Tank 1. The tank builders will be done with the tank by the end of this week or the beginning of next week. The tank should be in operation by the end of October. Tank 2 project is underway. Trevor Avram told the board that he registered the project with the Department of Industrial Relations and Wahlund was working with PACE to get all the correct paperwork. Ron Barlow asked about the PG&E pole. Trevor Avram explained that PACE was able to get the invoice submitted to the State for reimbursement and hopefully be able to get the funds for the PG&E project underway as soon as possible.

 **c.** **Smart Meter grant project:** Trevor Avram asked Belle if she had heard any word from Jordan Blough about another source of income to offset the project cost. Belle said she would check with Jordan.

 **d. Micro Grid:** Ron Barlow read the letter that was sent to OCSD. The letter said that we were granted $900,000 for a Micro Grid system. Kaitlyn Combs explained that the original amount they requested was over $1,019,000. The grant secured $900,000, and they would get another $50,975 from county sources and OCSD would contribute $5,000. Donna Hufford asked about the specifics of the project. Kaitlyn Combs explained the steps to everyone. Ron Barlow said they were doing a special meeting this Sunday, September 15th at 5pm to meet with Joshua Zender with Cal Poly to go over the details. Ron Barlow told the board about his idea to ask the land owner of the property next to the Community Hall and explain that this micro grid system could power the Orick Market during power outages. Ron Barlow is hoping this incentive would change the mind of the land owner and allow OCSD to purchase the property next to the Community Hall at the appraised price. This land could be used for putting the micro grid, wastewater plant, park and recreation use, and the micro grid would power the Community Hall, Firehall, The Orick Market, and the water pumps for the OCSD water system. Bob Secor said we should draft a letter to the land owner with this proposal. Ron Barlow thanked Kaitlyn Combs for her work on this project and the letter she wrote to the funding agency was great, and he was happy this project is moving forward.

 **d. Discuss Finance:** Barbara Mitchell said OCSD income improved from the non-potable water sales. Barbara explained she was caught up with her work after she was on medical leave.

**6. ACTION AGENDA:**

 **a. Community Hall Renter Event Insurance:** Trevor Avram told the board his recommendation that renters should have event insurance to protect the district from any liability. Donna Hufford said she was against it. Kaitlyn Combs said it would be prudent to have renters get event insurance to protect the district. Kaitlyn asked if our insurance company could supply this insurance for renters. Barbara said yes. Ron Barlow said then we could offer the insurance to renters and add the cost to the rental fee. Barbara will look into this matter. After some more discussion. Ron Barlow asked for a motion. Bob Secor made the motion to require renters of the Community Hall to have event insurance, and list OCSD as the additionally insured on the policy for $1,000,000. Byron Frick seconded the motion; the motion was passed unanimously.

 **b. Second signer for the Orick Volunteer Fire Departments US Bank account:** Ron Barlow volunteered to be the 2nd signer. Kaitlyn Combs made the motion to have Ron Barlow as the second signer for the Orick volunteer Fire Department’s US bank account. Byron Frick seconded motion; the motion was passed unanimously.

**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:** Barbara Mitchell told the board she got a text from Chief Baker that he was really busy with work. He told Barbara that the board needed to look for an assistant Chief to attend meetings and be his backup. Bob Secor told Barbara that it was Chief Baker’s responsibility to look for help, not the OCSD board. They mentioned Phillip Combs could help with these duties. Barbara will communicate this information to Chief Baker. Bill Allen brought up the electrical work being done for the generator and the electrician is on hold until the cement pad is poured and the generator installed. Bill explained that the generator is being built but they are waiting for parts to finish it, and they do not have a timeline as of yet on its completion. Trevor Avram told the board that there was a site inspection done for the solar project for the OVFD. Ron Barlow had some concerns that we might have to much power generation with all the projects we have going on right now. Kaitlyn Combs said that the solar project for the fire hall would make it self-sufficient and would still benefit the district.

**d. Community Hall:** Trevor Avram reported that the hall kitchen was working good for our new resident’s business. Jordan Greco mention that others who rent the Hall need to follow the guidelines for a commercial kitchen. Having the doors open lights on will draw in flies. We need to address these issues. Trevor will work with Jordan to fix this matter. Bill Allen told the board that the appliance company working of the Wolf Range was out on medial leave, but they have the parts to repair the oven, and as soon as he is capable, he would be up to repair the oven. The oven is still functional when lit manually.

**8. BOARD MEMBER REPORTS:**

a**. Levee Report:** Ron Barlow brought up his meeting with The Lost Coast Outpost and that they are writing and article about the flood control part of the levee. Ron Barlow said how this past winter the water got within 4ft of cresting the levee and this was a big concern for Orick. Ron Barlow said he is in contact with Leslie Wolf and they are working to find a solution to trim trees and remove gravel.

b. **Board Members:** Nothing to report.

**9. ADJOURNMENT: 6:51pm**

**Next Regular Meeting is scheduled for October 9th, 2024**