**Orick Community Service District**

**Special Meeting**

**July 14, 2025**

**Orick Community Hall**

**MINUTES**

**1. CALL TO ORDER/ROLL CALL:** Ron Barlowcalled the meeting to order at 3:30 p.m.

**MEMBERS PRESENT:** Ron Barlow, Bob Secor, Marla Zuber

**MEMBERS ABSENT:** Byron Frick, Kaitlyn Combs

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

**STAFF ABSENT**: Trevor Avram, Barbara Mitchell

**OTHERS PRESENT:** Joe Hufford, Donna Hufford, and Gregory Hufford via phone

**2. APPROVAL OF AGENDA:** Bob Secor made a motion to approve July 14, 2025 Agenda. Marla Zuber seconded the motion; the motion was passed unanimously.

**3.** **PUBLIC COMMENT**: None

**4. INFORMATION – DISCUSSION:**

**a. Modified Contract to Hufford Construction for the Smart Meter Project:**

The modified contract was presented to the Board. Donna Hufford asked if it included the email that had been sent to all from Gregory Hufford regarding a mistake that needed to be corrected. After looking over the Contract, it was apparent that the current contract did not include that correction. Bid Item #6 Install Radio Transceiver and Interface needed to remain at 141 units, not 98, as this item included only equipment and no labor, so there was no point in removing units then adding them back. Hufford Construction also needed to change Item #15 Purchase 5/8” Meter, Gasket, and Lid for the District Staff Installation to read $472.00 each instead of $272.00. Ron asked if there will be any more added costs – Gregory said there should not be.

Marla and Bob both questioned why the cost to clean out the meters was so high. Marla said that was a lot of money and we need to understand why. Gregory said the cost of labor is $70/$80 an hour. He commented that the only thing we are saving by installing 43 meters ourselves is labor time. Marla commented that it would be nice if the items you are selling back to us didn’t have such a high mark-up. Looking back, we should have not moved ahead in November. If we go through with this decision to continue, it will be our signed Contract that will be agreed upon.

Gregory said that notification to customers of water shut-off during installations is not written in the contract and is the responsibility of the OCSD. Ron asked that the office send information to customers regarding installment of the new meters project and that they will be notified when service needs to be shut-off for a short period of time.

Bob asked about the training portion of the Smart Meter Program. Greg said that cost to us will be around $7,000.00.

Donna asked that, if the Contract is approved, would we please include in the Minutes, that a Project Manager be assigned. Ron did explain that during installation of meters, LACO recommends that each meter will not need approval by the Project Manager before moving on to the next one, but they will be inspected throughout the project.

**5. ACTION AGENDA:**

**a. Modified Contract to Hufford Construction for the Smart Meter Project:**

The Board made the decision to table taking action at this time and Ron Barlow is contacting LACO now to discuss the changes and/or amend the Contract. A Special Meeting will be called for Wednesday, July 16, 2025, at 3:30 p.m.

**6. ADJOURNMENT:** 4:50 p.m.

**Next Regular Meeting is scheduled for August 13, 2025**