**Orick Community Service District**

**Regular Meeting**

**Wednesday June 14th, 2023**

**OCSD Office**

**MINUTES**

**1. CALL TO ORDER/ROLL CALL:** Ron Barlowcalled the meeting to order at 6:07 p.m.

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

**MEMBERS ABSENT:** Doug Comstock

**STAFF PRESENT:** Barbara Mitchell, Marcie Allen, Trevor Avram, Bill Allen, and Fire Chief Steven Baker

 **STAFF ABSENT**: Larry Doss

 **OTHERS PRESENT:** LACO representative Belle Ciotti, Gary Manhart, Rebekah Kakuk, and Mary Burke

**2. APPROVAL OF AGENDA:** Bob Secor made a motion to approve the May 10th, 2023 Agenda, Byron Frick seconded the motion, the motion was passed unanimously.

**3. APPROVAL OF CONSENT AGENDA:** Byron Frick made a motion to approve the consent agenda. Bob Secor seconded the motion, the motion was passed unanimously.

**4.** **PUBLIC COMMENT**: Rebeka Kakuk brought more materials in regards to Dark Sky Lighting. Rebeka talked about Klamath’s lighting project and how it was engineered by LACO. Rebeka brought the engineered plans of Klamath’s project. Ron Barlow asked Rabeka to continue to pursue more information for this project. Mary Burke from California Trout came to update the board about the old mill site Prairie Creek restoration project. The project is projected to be finished in 2025. Mary has invited the board and staff to come out to the project site to see the progress.

**5. INFORMATION – DISCUSSION:**

 **a. Wastewater Study Grant:** Belle Coitti from LACO presented the monthly progress report. Ron Barlow asked Gary if the wastewater lines would be able to go over Redwood Creek Bridge. Gary Manhart said they should be able to, Bill Allen said Joe Hufford told him when the bridge was constructed it would be able to accommodate water lines on one side and wastewater lines on the other side. The next goal is to meet with the property owners to discuss possible land acquisition. Ron Barlow said Tom McNamara will be returning to Orick soon. At that time they will set up a meeting with both property owners Richard Byrns and Tom McNamara. Ron Barlow asked Marcie Allen about the powers for wastewater. Marcie replied that we have not received a response back. Ron Barlow asked Belle if they would contact LAFCO about the wastewater and also parks and recreation powers for the Orick Community Services District. Belle will also contact Roy O’Connor with the state water boards.

 **b**. **Tank Grant:**  Regarding the Tank 1 Project. Trevor Avram reported the Coastal Development permit was approved at the county level and was set to go before the Coastal Commision in the middle of July. Trevor reported that we received the signed Drainage Easement and that he officially recorded it at the county clerk’s office. Ron Barlow asked Trevor if GR Sundberg had been in contact with Aquastore about the timeline. Trevor said GRS has been in contact and they are coordinating the project. Trevor mentioned that Aquastore’s lead time is still about 6 months out. Trevor reported that Aquastore is requiring a deposit for the tank, and that he is working with PACE and the State to get an advance to pay the deposit to Aquastore. Bob Secor asked about the road going up to the tank will it be graded for use. Marla Zuber was concerned about the weather affecting the project, Trevor stated the contract that PACE has with GRS covers all of these concerns.

 **c. Drought Relief Grants/Grant Writer:** Bill Allen and Trevor Avram discussed with the board about requiring property owners to replace the pressure reducing valves and shut off valves during the smart meter project. Bob Secor asked if the district should provide the devices and charge the customer accordingly. Marla Zuber asked if we could provide contact information of qualified contractors to customers that are not capable of replacing the devices themselves. Byron Frick asked Trevor to get pricing of the pressure reducing valves and shut offs. Trevor said we would give the customers adequate time to prepare for the meter project. We would send a letter to all the customers. Trevor stated we are about a year and a half out from the start of the smart meter project.

 **d. Discuss Finance:** Everything is going good. Samantha Howard from Tri Counties Bank upgraded the capital improvement account to receive a higher interest rate of 2.5%, and she will try to find a better rate for our CD account.

 **e. Orick CSD draft budget FY 23/24:** Marcie Allen passed out the draft budget for the board to review. Marcie Allen reported that the Orick VFD tax information was updated on the draft budget to reflect the actual tax income. The Community Hall had an increase in rent from T-Mobile. The Water district account and the Orick VFD account will split the costs to replace the standpipe pump. Marcie will draft the resolution to approve the FY23/24 budget for the July meeting.

**6. ACTION AGENDA:**

 **a. New website by Streamline (ADA compliance):** Trevor Avram recommended we use Streamline to create a new website for the District. Ron Barlow said that Trevor convinced him that this was necessary to be in compliance and a good way to show the public the progress the district is making with all the grant projects.

Bob Secor made the motion Byron Frick seconded the motion passed unanimously, for Streamline to create a new website for the Orick Community Services District.

**7. STAFF REPORTS:**

 **a. OCSD Office:** Barbara Mitchell reported all is good. Ron Barlow thanked the staff for their hard work.

**b. Water System:** Trevor Avram went over his report. (See attached report).

**c. Fire Hall:** Chief Baker reported the firemen had gone up to Crescent City to do fire training. He also reported that a helicopter would be landing at Orick School on 6/15/23 for training purposes. Chief Baker also stated that they may have an opportunity to conduct training here in Orick. This company has trainers that would come here for an annual fee of $80. Chief Baker will look into this opportunity further. Orick VFD addition project; Bob Secor asked how this project got to this point and then the county added corrections to the application. Ron Barlow stated that he came to the office with Trevor and Bill and they called and talked to permit technician Micah Mathieson about the situation. Ron Barlow wants Trevor and Bill to go to the planning department to go over everything with Micah. Bill and Trevor are putting together all the information the county is requiring before they go. Trevor reported that he asked Micah if they would issue a foundation permit separately from the building? Micah put in the request with the Chief Building Official and he would let me know immediately of the CBO’s decision.

**d. Community Hall:** Trevor Avram reported we had one rental for this month. Ron Barlow stated that he had a meeting the other day. Ron used the padded upholstered chairs and noted that some of them had food stains on them. Ron asked if we had a community service worker that could clean the chairs. Bill Allen said he would coordinate with his community service worker.

**8. BOARD MEMBER REPORTS:**

a**. Levee Report:** Ron Barlow stated he did not talk to Bob Vogt this month about the concerns of the levee.

b. **Board Members:** No report

**9. ADJOURNMENT:**  7:20 p.m.

**Next Regular Meeting is scheduled for July 12th, 2023**