**Orick Community Service District**

**Regular Meeting**

**April 9th, 2025**

**Orick Community Hall**

**MINUTES**

**1. CALL TO ORDER/ROLL CALL:** Ron Barlowcalled the meeting to order at 6:02 pm

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

**MEMBERS ABSENT:** Marla Zuber

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

**STAFF ABSENT**:

**OTHERS PRESENT:** Megan Ryan (LACO), Andy (LACO)Steve Madrone (Supervisor), Phillip Combs (OVFD) Rebekah Kakuk

**2. APPROVAL OF AGENDA:** Bob Secor made the motion, Byron Frick 2nd the motion, all approved.

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

**4.** **PUBLIC COMMENT**: Rebekah Kakuk asked about her meter if it had a backflow device. Trevor Avram asked if she had an active well on her property. Rebekah said no, Trevor said there was no need for a backflow device on her meter.

**5. INFORMATION – DISCUSSION:**

**a. Wastewater Study Grant:** Megan Ryan came to update the board. Megan reported wet weather testing took place at the school site in January, and they were still awaiting the results. Supervisor Madrone asked what percentage of the study was completed. Megan said she would be in touch with the PE Rod Wilburn and get back to the board.

**b**. **Tank Grants:** **Tank 1**: Trevor Avram reported Aqua Sierra came to finalize the new panel at the tank site, but the old float system was not responding and Colburn Electric was coming this Friday to troubleshoot and try to bring online. The old float system will need to operate the system until tank 2 is brought online. **Tank 2:** Trevor reported PG&E has tagged numerous trees for removal to have adequate space to accommodate the new pole and relocation. Trevor is working with Steve Wilson and PG&E to figure out what steps are needed to get permissions to remove the trees. Trevor said PG&E has a permit to remove some of the trees up to 11 inches. But some of the trees fall under OCSD’s responsibility and we will need to amend our Coastal Development Permit. Trevor will update as the project moves along.

**c. Smart Meter Grant:** Trevor reported the new badger meters and Beacon software that is needed to read the meters will work with the RVS billing software we use. The water software we use RVS, is compatible with the new smart meters. Trevor reported that tablet recommended for reading the new meters was about $7,800. Trevor also brought up his chromebook he uses for his daily tasks is over 5 years old and does not update anymore. Trevor said OCSD will need to purchase the new tablet in order to read the new meters. We have some time to look for funding, the new meters will not arrive June. Supervisor Madrone suggested we contact Humboldt Area Foundation ask for funds to help pay for the new tablet.

**d. Micro Grid Grant:** Kaitlyn Combs said there was nothing to report.

**e. Discuss finance:** Ron Barlow brought up about the RV park. The owner charges the residents for water through their rent. There is only one meter that supplies the whole RV park. The board directed Trevor to shut off the water. Trevor said it will be shut off April 15th. There was much discussion in regards to the legalities and who to contact at the County for advice. OCSD’s policy says that past due bills need to paid or the water service will be disconnected. If the service is disconnected the customer will need to come into the office and pay a reconnect fee and pay the bill in full to have the water service restored. The customer has the option before the water is disconnected to come to the office and set up a payment plan. They must pay the current bill in full and pay some on the arrearages. If the customer misses one payment the water will be disconnected and the reconnect fee and the bill will need to be paid in full to have their water service restored.

**f. PG&E Micro Grid:** Steve Madrone reported about a grant with PG&E that could possibly fund a micro grid system that could power the whole town of Orick. They

**6. ACTION AGENDA:** None

**7. STAFF REPORTS:**

**a. OCSD Office:** All running smoothly. There are no issues to report

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

**c. Community Hall:** Trevor reported Tim from Thomas Home Center came and have ordered the new doors. Trevor reported the Department of Health and Human Services (DHHS) Mellisa Richard came to inspect the commissary kitchen and was impressed with our kitchen. We passed our inspection. Bill Allen reported the buildup of moss on the roof was causing leaks and suggested we contact a company that could remove the moss and install preventative measures to keep the moss off. Bill will make contact with this company.

**d. Fire Hall:** Chief Baker reported the yellow fire truck is leaking oil and will need to be repaired. Bill Allen will contact a mechanic he knows. Supervisor Madrone mentioned asking any residents or the surrounding areas with mechanic skills to volunteer time to help with the repairs. Chief Baker reported the OVFD solar project was moving forward. Chief Baker and Supervisor Madrone reported about the North Humboldt fire district and the issues of funding. Supervisor Madrone mentioned a meeting happening tomorrow at the Trinidad Rancheria at 9;30 am to 12:00, and recommended all should attend.

Chief Baker and volunteer Phil Combs explained the possibility of receiving a fire prevention vehicle through a program from the USDA. It allows the VFD a loan of equipment, with stipulations that must be followed for one year. If all are met, it may be donated to the VFD. They are requesting that the Board approve a resolution to proceed with the application. The deadline for the application is the end of this month. Ron Barlow said a Special Meeting will have to be called, as this would be an Action Item that is not on the current agenda. The Board agreed to meet on Tuesday, April 15th at 6:00 p.m. Staff will post the agenda.

**8. BOARD MEMBER REPORTS:**

**a. Levee Report:** Ron Barlow mentioned the meeting that just took place before our regular meeting here at the Orick Community Hall. The meeting was directed more for the estuary at the mouth of Redwood Creek. The residents of Orick are very concerned about flood protection. The meeting had various organizations involved with the levee system. The meeting discussed plans to work on the Orick levee system to create a better estuary for the fish and wildlife and what could be done to improve flood protection. Supervisor Madrone reported a drone study was performed and they will use the new data and compare with the data of when the levees were built. This information will help these organizations to come up with a plan to improve the levee system.

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

**9. ADJOURNMENT:** 7:18pm

**Next Regular Meeting is scheduled for May 14th, 2025**