

Heather Glen Community Services District (HGCSD)

Minutes of Board Meeting - June 21, 2022

Applegate Community Center, 18014 Applegate Road, Applegate, CA

1. **Call to Order** - Meeting was called to order at 4:04 p.m. with Board President Max Bailey, Board Members Gary Bundesen, Marc Krupin, Rhonda Rajaofera, and Charlie Williams present. Others present included Board Secretary, Linda McLean, Special Advisor, Chuck Robertson, as well as ten residents of Heather Glen Estates. (Treasurer Julie Gordon not in attendance)

2. **Pledge of Allegiance** (Led by Curt Ingram)

3. **Minutes of Prior Board Meeting (March 24, 2022)**

Minutes were read aloud.

Motion to Approve Minutes as written: Gary Bundesen Second: Marc Krupin

Votes in Favor: 4 Opposed: 0. MOTION PASSED.

4. **Treasurer's Report**

Julie Gordon (JG) was not present. Written Treasurer's financial statements for Second Quarter 2022 will be distributed by mail.

5. **Old Business**

A. Gerry LaBudde was not in attendance. However, President Max Bailey read this report on the Water Treatment Plant (WTP) sent by text message: "Everything is working great at the plant except for the chlorine analyzer. It's been about a week now, and we can't get it to maintain a stable reading. Technical support said we need to replace the probe. It's about \$1300 bucks. It's super important and we need it. With your blessing, we will order it."

After a short discussion, Board authorized Gerry to order the part. And, the board concluded that this was an ordinary maintenance expense, which did not require a Resolution.

B. The "Picnic in the Park, Neighbors Helping Neighbors" event was held on Saturday, June 11, (rather than May 14; The date needed to change due to a conflict with Sierra Hills Little League on May 14th.) The event was a great success with live music, and all food and simple beverages provided. Over 60 people attended. Purchases for the event exceeded the approved budget of \$500 by \$270. (Total cost was \$770.0)

Motion to approve the additional expense of \$270 made by Marc Krupin. Second by Gary Bundesen

Votes in favor: 4. Opposed: 0. MOTION PASSED

6. New Business:

A. Lease with Union Pacific Railroad for spray field.

Latest counter-proposal from Union Pacific Railroad (UP) suggests an annual rent of \$5,000, and a lease term of one (1) year, with automatic one year renewals with a 3% rent increase each year. Board requested additional clarification on rolling other U.P. leases into this one renewal. When that information is understood, Board does intend to execute the one year extension of the lease.

B. Security Cameras and Alarms at Water Treatment Plant (WTP.)

Board Member Charlie Williams will contact several companies that provide security services, and will submit a full report and estimates to the board.

C. Administration Charge

Per attached summary of Administration Costs, expense is currently \$20.67 per household. Billing for Admin fee is currently \$14 per household per month.

Motion: To raise charge for Administration Fee by \$3.00 effective August 1, 2022, and to notify customers that another increase of \$3.00 would occur January 2023.

Motion made by Gary Bundesen, Second by Marc Krupin.

Votes in Favor: 4. Opposed: 0. MOTION PASSED

D. PCWA Tree Work along Boardman Canal

PCWA will be doing tree work along 27 miles of the Boardman Canal. PCWA contractor will do the work in upcoming weeks. They identified one tree on HGCSO property that must be removed "for safe operation of the canal." They will proceed in coming weeks, but may be delayed if "nesting birds" are found.

E. Discussion about Emergency Vehicle Exit Routes from Heather Glen Estates

The Board is in discussions about Emergency Preparation in general, and about wildfire control measures and emergency exiting. Charlie Williams explained existing exit routes and suggested HGCSO will prepare and distribute a map to all Heather Glen residents to refresh their knowledge of existing paths for vehicular exiting, and to inform new owners. Residents are encouraged to offer ideas and suggestions to the Board at any time to improve and refine improvements being discussed.

Board is also in discussion with neighboring landowner Martin Harmon to coordinate efforts, if possible.

F. Lease for RuralNet internet broadcast tower

The original lease with Rural Connect (aka RuralNet) for their broadcast tower atop Hotchkiss Hill has expired and is currently on a month-to-month basis. Rent for this tower location has been fixed at \$200 per month since inception. After adequate study, Board will propose an increase in their rent, and the addition of new lease terms (e.g. standards for electrical back-up power,) as appropriate.

- 7. Adjournment** - The next Regular Meeting of the HGCSB Board is tentatively scheduled for Thursday, September 22, 2022, at the Applegate Civic Center at 4 p.m.

Motion to Adjourn: Gary Bundesen Second: Rhonda Rajaofera

All in favor: 4. Opposed: 0. MEETING ADJOURNED - 4:46 p.m.