**Orick Community Service District**

**Regular Meeting**

**March 12, 2025**

**Orick Community Hall**

**MINUTES**

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

at 6:22 pm

**MEMBERS PRESENT:** Ron Barlow, Marla Zuber, and

Kaitlyn Combs

**MEMBERS ABSENT:** Byron Frick, Bob Secor

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

**STAFF ABSENT**: Marcie Allen

**OTHERS PRESENT:** Alec Dompka

**2. APPROVAL OF AGENDA:** Kaitlyn Combs made the motion, Marla 2nd the motion, all approved.

**3. APPROVAL OF CONSENT AGENDA:** Marla 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:** Ron Barlow said no one contacted him

 **b**. **Tank Grants:** **Tank 1**: Trevor Avram reported Aqua Sierra will be coming to automate the system the beginning of April. **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. PACE is hoping PG&E has environmental exemptions, so we would not have to amend our Coastal Development Permit. Trevor will update as the project moves along.

 **c. Smart Meter Grant:** Trevor reported that he completed the Beacon onboarding form for the new Badger smart meters. 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 reported he emailed Greg Hufford about the budget and if the tablet was included with the meter budget. Trevor is still waiting a response. Kaitlyn Combs suggested the 2590 account could pay for the Community Hall’s meter to help offset some costs. Trevor said it will be another 5 months before the meters arrive and in the meantime the board and OCSD will continue to search for more funding to help offset the budget shortfall for this project. Kaitlyn asked Trevor about the timeline for the completion of the project. Trevor said the project must be completed by sometime in 2026. Trevor will get the exact date.

 **d. Micro Grid Grant:** Kaitlyn Combs said there was nothing to report. With new federal administration, the project’s future is uncertain.

 **e. Discuss finance:** Ron Barlow asked Marla Zuber and Kaitlyn to look at the packet sent by the accountant Marla was in contact with. Barbara reported that she has been working on QuickBooks to clean it up.Kaitlyn Combs reported on the Headwaters grant application. The county will be looking at our project during the Supervisor’s meeting, But the county will only be considering Phase 1 of the project. Marla Zuber asked Barbara if there was a way for customers to pay online for convenience. Barbara said not at this time. Trevor said we looked into it and there would be some added fees to set up online pay. Marla said QuickBooks has an option to have payments made online. Barbara to look into this option. Other issues were brought up about payments through the mail slot and how could be solved. The mail slot is a convenient way for customers to pay during non business hours. More discussion will be needed on this topic and OCSD may need to make a new policy in regards more payment options for customers.

 **f. Alec Dompka Economic Development Advisor:** Alec introduced himself to the board and staff. Alec told the board that Orick CSD qualifies for some of the USDA grant/loan grants. He asked about projects that would benefit Orick. Ron Barlow mentioned our smart meter project and how we have a budget shortfall of about $35,000. Alec said he looked into funding for a project specific to meters, he was unable to find one. Alec mentioned that there was funding for technical support, rural community development studies, and loans for larger projects for upgrading the water infrastructure. Trevor Avram looked up in his documents a list of large projects he had created a while back. Projects like replacing all of the isolation valves and the original Asbestos concrete piping (ACP) from North Orick at Orick Hill Lane to Lundblade Rd. and replacing all of the fire hydrants in Orick. Kaitlyn asked Trevor to send her that list of projects. Alec said he would come to the next meeting. Alec will try to bring Daniel Alvarado from USDA to discuss funding options as well.

 **g. Daniel Alvarado Loan Specialist Rural Development (USDA):** Unable to attend

**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 today and measured the doors to get them ordered. Trevor told the board about an incident last Wednesday night. Clifford had come into the Hall while Jordan and Molly were there working. He frightened Jordan and Molly. When Jordan asked Clifford to leave, he acted very agitated and stormed out of the hall and slammed the doors on his way out. Jordan was able to get the doors to lock. Trevor reported he had to do some repairs to get them to work properly again. Jordan filed a police report. Trevor asked the board if they wanted to press charges. The board decided to not press charges at this time, but if something like this happen again, OCSD would press charges.

 **d. Fire Hall:** Chief Baker reported the yellow fire truck suddenly stopped leaking water. Ron Barlow suggested he still have it looked at. Chief Baker mentioned the ambulance needs to have a tire repaired. Ron Barlow reported about changes that may coming for local VFD’s, Cal fire and the Humboldt County. Ron Barlow reported he spoke with Supervisor Madrone, Ron Barlow explained that the county is trying to get out of funding Cal Fire in Trinidad. Chief Baker mentioned discussions with the Chiefs association as well how combining the Trinidad, Westhaven and Orick and make one fire district. Many options were discussed and being considered. OCSD will do there best to make sure that Orick is funded in to the future. Bill Allen reported that we are waiting for the generator permit to be issued from the county to move forward with the generator installation. Chief Baker also reported the solar project for the Orick VFD was still moving forward.

**8. BOARD MEMBER REPORTS:**

 **a. Levee Report:** Marla Zuber mentioned a meeting on the levee, scheduled for March 27th, 2025. Marla was not sure where the meeting was going to take place, but she would let the board know.

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

**9. ADJOURNMENT:** 7:16pm

**Next Regular Meeting is scheduled for April 9th, 2025**