



**HUMBOLDT COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
REGULAR SCHEDULED MEETING**

AGENDA

DATE: Tuesday, September 13, 2022

TIME: 5:00 p.m.

LOCATION: *In accordance with Assembly Bill 361 and District Resolution 2022-12, public meetings will be conducted both in person at 5055 Walnut Drive in Eureka, California, and telephonically through Zoom.*

The HCSD Boardroom is open to the public during open session segment(s) of the meeting. If you cannot attend in person and would like to speak on an agenda item including Public Participation, please join through the Zoom website (<https://zoom.us>) entering Meeting ID 812 5245 4541 and Passcode 941443. Access may also be achieved via telephone only by dialing 1-669-900-9128.

A. ROLL CALL

Directors Benzonelli, Bongio, Gardiner, Hansen, Matteoli

B. PLEDGE OF ALLEGIANCE

C. CONSENT CALENDAR

1. Approval of September 13, 2022 Agenda Pgs 1-2
2. Approval of Minutes of the Regular Meeting of August 23, 2022 Pgs 3-5
3. Approval of Minutes of the Special Meeting of August 25, 2022 Pgs 7-8
4. Consideration of Resolution No. 2022-13 Making Findings Pursuant to Government Code Section 54953, as Amended by Assembly Bill 361, and Authorizing the Continued Use of Virtual Meetings for Another 30 Days Pgs 9-10

D. REPORTS

1. General Manager
 - a) GM Report Pg 11
2. Engineering Department
 - a) September 2022 Status Report Pgs 13-14
3. Superintendent

4. Finance Department

- a) August 2022 Check Register

Pgs 15-25

5. Legal Counsel

6. Director Reports

7. Other

E. PUBLIC PARTICIPATION **

**Members of the public will be given the opportunity to comment on items not on the agenda. Please use the information set forth above to participate via Zoom. The Board requests that speakers please state their name and where they are from, be clear, concise and limit their communications to 3 to 5 minutes. At the conclusion of all oral communications, the Board or staff may choose to briefly respond with information in response to comments; however, the Brown Act prohibits discussion of matters not on the published agenda. Matters requiring discussion, or action, will be placed on a future agenda.

F. NON-AGENDA

G. NEW BUSINESS

1. Consideration of Changing the Board's Regular Meeting Time

Pg 27

H. OLD BUSINESS

I. ADJOURNMENT

Next Res: 2022-14

Next Ord: 2022-02

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Brenda Franklin at (707) 443-4558, ext. 210. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102 – 35.104 ADA Title II).

Pursuant to §54957.5(a) of the California Government Code, any public record writings relating to an agenda item for an open session of a regular meeting of the Board of Directors, not otherwise exempt from public disclosure, are available for public inspection upon request at the District offices located at 5055 Walnut Drive, Monday through Friday (holidays excepted) during regular business hours.

DRAFT – MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
HUMBOLDT COMMUNITY SERVICES DISTRICT

The Board of Directors of the Humboldt Community Services District met in Regular Session at 5:00 p.m. on Tuesday, August 23, 2022, in person and via tele/video conference in accordance with AB 361 and HCSD Resolution 2022-12.

A. CALL TO ORDER AND ROLL CALL

Present upon roll call were Directors Benzonelli, Bongio, Gardiner, Hansen, and Matteoli. Staff in attendance: General Manager Williams (GM), Finance Manager Montag (FM), and Assistant Engineer Adams (AE).

B. PLEDGE OF ALLEGIANCE

President Bongio invited those present to join him in the Pledge of Allegiance.

C. CONSENT CALENDAR

1. Approval of August 23, 2022 Agenda
2. Approval of Minutes of the Regular Meeting of August 9, 2022

Public Comment: None

DIRECTOR BENZONELLI MOVED, DIRECTOR MATTEOLI SECONDED, TO ACCEPT AND APPROVE THE AUGUST 23, 2022 CONSENT CALENDAR. MOTION CARRIED UPON THE FOLLOWING ROLL CALL VOTE:

AYES: BENZONELLI, BONGIO, GARDINER, HANSEN, MATTEOLI
NOES: NONE
ABSENT: NONE

D. REPORTS

1. General Manager

- a) GM Report

Staffing – The Maintenance Department vacancy has been filled by Brandon Balke who joined the District on August 16. Mr. Balke brings with him D2 Water Operator Certification, experience in public water and sewer services, as well as a Class B Driver License.

Upcoming Election – There are three who filed candidacy paperwork with the Elections Office to fill the two seat terms: Incumbents Alan Bongio and Gregg Gardiner, and challenger Julie Ryan. A budget of \$15,000 is allotted for the Fiscal Year to cover the expenses associated with a contested race.

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OF THE BOARD OF DIRECTORS OF THE
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AUGUST 23, 2022

2. Finance Department

a) July 2022 Budgetary Statement

FM advised many customers in arrears have obtained financial assistance from Low Income Household Water Assistance Program (LIHWAP). The result has been positive for both the customer and the District wherein most have been able to bring their accounts current.

The Budgetary Statement reflects the first month of the new fiscal year activity wherein some installment payments, such as Worker's Comp and software maintenance, appear as over-budget but will be in line with projections by the end of the year. Electrical Power related to pumping costs has risen significantly compared with what was budgeted which is normal during the summer months, and will likely level off.

5. Director Reports

Director Benzonelli reported that the County began its CEDS (Comprehensive Economic Development Strategy) Road Show where the public can weigh in and talk about the direction the County will go. This occurs about every five years for identification of five industry sectors of opportunity and that will be the direction that the community will decide they want to invest in for economic development. Believes the next one will be at the Sequoia Conference Center.

Director Benzonelli then requested a future agenda item to discuss making the Board Regular Meeting start time later.

E. PUBLIC PARTICIPATION

None.

F. NEW BUSINESS

1. Consideration of Appointing an AdHoc to Conduct the General Manager Annual Review

President Bongio appointed Directors Gardiner and Hansen to the AdHoc.

2. Presentation from Thomas McMurray regarding proposal for Cell Tower Development on District Property by TowerCo, a wireless infrastructure assets management company from Cary, NC

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GM introduced Mr. McMurray, and summarized TowerCo’s potential interest in establishing an agreement to install a cell tower in the southern portion of District property to enhance wireless coverage in the Cutten area. Mr. McMurray reviewed his August 18 correspondence with accompanying maps depicting topography, potential site, and projected coverage. Discussion ensued to clarify the financial options, antenna positions for cellular tenants, information needed to house District and County Fire radio communications, the unlikelihood of 5G installation in the near future, liability indemnification, camouflage of the tower, and the requirement of County Planning Commission approval.

PUBLIC COMMENT: None

IT WAS THEN MOVED BY DIRECTOR MATTEOLI, SECONDED BY DIRECTOR HANSEN, TO AUTHORIZE TOWER-CO TO PROCEED WITH A FULL PROPOSAL TO INSTALL CELLULAR INFRASTRUCTURE ON DISTRICT PROPERTY. MOTION CARRIED UPON THE FOLLOWING ROLL CALL VOTE:

AYES: BENZONELLI, BONGIO, GARDINER, HANSEN, MATTEOLI
NOES: NONE
ABSENT: NONE

Director Benzonelli acknowledged Ms. July Ryan’s attendance as of 5:03 p.m. and requested the Board introduce themselves. Ms. Ryan expressed she chose to run for the HSD Board as she feels it would be a wonderful opportunity to serve the community.

I. ADJOURNMENT

There being no further business, IT WAS MOVED BY DIRECTOR MATTEOLI, SECONDED BY DIRECTOR HANSEN, TO ADJOURN. MOTION CARRIED UPON THE FOLLOWING ROLL CALL VOTE:

AYES: BENZONELLI, BONGIO, GARDINER, HANSEN, MATTEOLI
NOES: NONE
ABSENT: NONE

THE BOARD ADJOURNED ITS REGULAR MEETING OF AUGUST 23, 2022 AT 5:38 P.M.

Submitted, Board Secretary

DRAFT – MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
HUMBOLDT COMMUNITY SERVICES DISTRICT

The Board of Directors of the Humboldt Community Services District met in Special Session at 5:30 p.m. on Thursday, August 25, 2022, in person and via tele/video conference in accordance with AB 361 and HCSD Resolution 2022-12.

A. CALL TO ORDER AND ROLL CALL

Present upon roll call were Directors Benzonelli, Bongio, Gardiner, Hansen, and Matteoli. Staff in attendance: General Manager Williams (GM), Legal Counsel Plotz, Special Counsel Colantuono, and Special Counsel Thorne.

B. CONSENT CALENDAR

1. Approval of August 26, 2022 Special Meeting Agenda

Public Comment: None

DIRECTOR BENZONELLI MOVED, DIRECTOR MATTEOLI SECONDED, TO ACCEPT AND APPROVE THE AUGUST 25, 2022 CONSENT CALENDAR. MOTION CARRIED UPON THE FOLLOWING ROLL CALL VOTE:

AYES: BENZONELLI, BONGIO, GARDINER, HANSEN, MATTEOLI
NOES: NONE
ABSENT: NONE

Director Hansen announced recusal from the Closed Session item due to his position as Deputy Public Works Director for the City of Eureka and left the meeting.

AT 5:32 P.M. IT WAS THEN MOVED BY DIRECTOR GARDINER, SECONDED BY DIRECTOR BENZONELLI, TO MOVE INTO CLOSED SESSION. MOTION CARRIED UPON THE FOLLOWING ROLL CALL VOTE:

AYES: BENZONELLI, BONGIO, GARDINER, MATTEOLI
NOES: NONE
RECUSAL: HANSEN
ABSENT: NONE

A. CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION, Significant exposure to litigation pursuant to paragraph (2) OR (3) OF SUBDIVISION (D) OF Section 54956.9: one case. Facts and circumstances involve an assertion by Ecological Rights Foundation of alleged violations of the Clean Water Act by the District relating to its sanitary sewer system.

DRAFT – MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
HUMBOLDT COMMUNITY SERVICES DISTRICT
AUGUST 25, 2022

The Board returned to Open Session at 6:22 p.m. and Director Gardiner left the meeting. GM advised of no reportable action during Closed Session.

I. ADJOURNMENT

There being no further business, IT WAS MOVED BY DIRECTOR BENZONELLI, SECONDED BY DIRECTOR MATTEOLI, TO ADJOURN. MOTION CARRIED UPON THE FOLLOWING ROLL CALL VOTE:

AYES: BENZONELLI, BONGIO, MATTEOLI
NOES: NONE
RECUSAL: HANSEN
ABSENT: GARDINER

THE BOARD ADJOURNED ITS REGULAR MEETING OF AUGUST 23, 2022 AT 6:23 P.M.

Submitted, Board Secretary

Humboldt Community Services District

Dedicated to providing high quality, cost effective water and sewer service for our customers

AGENDA REPORT

For HCSD Board of Directors Regular Meeting of: September 13, 2022

AGENDA ITEM: C.4 (Consent Calendar)

TITLE: Consideration of Resolution 2022-13 Making Findings Pursuant to Government Code Section 54953, as Amended by Assembly Bill 361, and Authorizing the Continued Use of Virtual Meetings

Recommendation:

Adopt Resolution 2022-13 by title only under Consent Calendar roll-call vote.

Summary:

The Governor's Executive Order N-08-21 provided modification to the Brown Act authorizing public teleconference meetings during the COVID-19 Emergency without the requirement of personal appearance. On September 16, 2021, Governor Newsom signed Assembly Bills (AB) 339 and 361 into law which was followed by Executive Order N-15-21 on September 20, 2021 stipulating the sunset of Executive Order N-08-21 as of September 30, 2021.

As presented at the October 12, 2021 regular meeting, and subsequently at each first meeting of the month, provisions of AB 361 officially modify the Brown Act to enable public agencies to move immediately to relaxed teleconference meetings under a declared state of emergency. Each month the March 20, 2020 state of emergency remains in effect, the Board is required to pass a resolution every thirty (30) days until lifted, affirming the following:

1. The Board has considered the circumstances of the state of emergency
2. Any of the following circumstances exist:
 - a. The state of emergency continues to directly impact the ability of the members to meet safely in person.
 - b. State or local officials continue to impose or recommend measures to promote social distancing.

Resolution 2022-13 before you, affirms the foregoing conditions allowing the District to proceed with virtual meetings for the next thirty (30) days while the current state of emergency remains in effect and/or the County's recommendations for social distancing remain in effect. Although many restrictions have been lifted, to date there is no estimate as to when the state of emergency will be rescinded.

Fiscal Impact: None

RESOLUTION NO. 2022-13

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE HUMBOLDT COMMUNITY SERVICES DISTRICT MAKING FINDINGS PURSUANT TO GOVERNMENT CODE SECTION 54953, AS AMENDED BY ASSEMBLY BILL 361, AND AUTHORIZING THE CONTINUED USE OF VIRTUAL MEETINGS

WHEREAS, as a result of the COVID-19 pandemic, the Governor issued Executive Order Nos. N-08-21, N-25-20 and N-29-20, which suspended certain provisions of the Ralph M. Brown Act to allow legislative bodies to conduct public meetings without strict compliance with the teleconferencing provisions of the Brown Act;

WHEREAS, Assembly Bill 361, which was signed into law on September 20, 2021, amended Government Code section 54953, to provide relief from the teleconferencing provisions of the Brown Act under certain circumstances provided the legislative body makes certain findings;

WHEREAS, as a result of the COVID-19 pandemic, the Governor proclaimed a state of emergency on March 4, 2020, in accordance with the section 8625 of the California Emergency Services Act, and the state of emergency remains in effect;

WHEREAS, as a result of the COVID-19 pandemic, the Humboldt County Health Officer has imposed and has recommended measures to promote social distancing as more particularly set forth in his August 6, 2021, Order, among other prior orders and guidance;

NOW, THEREFORE, the Board of Directors does hereby find and resolve as follows:

1. That the Board has reconsidered the circumstances of the previously declared and existing state of emergency arising from the COVID-19 pandemic;
2. That the state of emergency continues to directly impact the ability of the members of the Board to meet safely in person, and further that local officials continue to impose or recommend measures to promote social distancing;
3. That the Board may continue to conduct public meetings in accordance with Government Code section 54953(e);
4. That the Board will reconsider the above findings within 30-days of this Resolution.

PASSED AND ADOPTED on the 13th day of September 2022 by the following vote:

AYES:
NAYS:
ABSENT:
ABSTAIN:

ATTEST:

Alan Bongio, Board President

Attest: Brenda K. Franklin
Board Secretary

Humboldt Community Services District

Dedicated to providing high quality, cost effective water and sewer service for our customers

MEMORANDUM

TO: Board of Directors
FROM: Terrence Williams, General Manager
DATE: September 9, 2022
SUBJECT: General Manager Report for September 13, 2022 Board Meeting

Seasons Change

Fall is nearly upon us and for many people that means football season and changing weather. Here at the District, it means hunting season and back to school. And that means that there are a lot of people taking time off of work. Several District staff members are or will be taking vacation to go hunting and several others are out because their kids (or somebody else's kids) got them sick; in any case, I blame the kids.

Three staff members tested positive for COVID during the week of August 29, so we have been on Increased COVID Protection Protocols and will be until at least September 12. Increased protocols simply means that masking is required when in close contact with others like indoor settings or while driving together. If there are no new COVID cases among staff members before September 12, we will return to our standard COVID Prevention Protocols which includes daily temperature monitoring, using hand sanitizers, wiping down surfaces and touch points and staying away from work if symptoms are present.

I hope everybody returns healthy and happy and I look forward to seeing everybody back at work. There is always much to do.

Humboldt Community Services District

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Engineering Memorandum

TO: Board of Directors
FROM: Benjamin Adams, Assistant Engineer
DATE: September 9, 2022
SUBJECT: Engineering Dept. Status Report for September 13, 2022 Board Meeting

Tower Dr. Steel Main Replacement

Work has started on the Tower Dr. Steel Main Replacement project. A small portion of the work involves working around a culvert, which requires coordination with California Department of Fish and Wildlife. This limited portion of the work has been started to allow completion before the end of the official “Dry Season” on October 15th of this year. Connection of the new Tower Dr. main to the water main in Myrtle Ave. involves coordination with PG&E because of the proximity to their infrastructure buried within Myrtle. The remainder of the pipeline installation will require close coordination with the residents of Tower Dr. as the road is quite narrow.

Donna Dr. Hydro Pneumatic Tank Replacement

The new Hydro Pneumatic tanks and most of the fittings required to connect these tanks have arrived. A temporary 1,000-gallon hydro pneumatic tank will be installed and tested prior to replacement of the 5,000-gallon hydro pneumatic tank. This temporary system will maintain water service to the 123 homes on the top of Humboldt Hill while the larger tank is replaced and brought online. Replacement of the larger tank is scheduled for later this year as average temperatures and water demand decrease.

After the larger tank is online, the smaller hydro pneumatic tank will be permanently relocated near the Ridgewood water booster station to mitigate water hammer in the Cutten and Ridgewood neighborhoods.

District Office Building Exterior Repairs

The Office building siding repair project is underway. Fortunately, the state of deterioration has been limited to the outermost siding layer. The plywood sheathing located on the walls behind the siding was found to be in solid condition and has not required any repair or replacement thus far. This project is scheduled to be completed before the end of the calendar year.

City of Eureka Vista Dr.

The City has broken ground on their Vista Dr. waterline replacement project. District Engineering staff has been coordinating with City Engineering staff during the planning

stages of this work. The Vista Drive main is tapped from a District water transmission main in Fern Drive at two locations. Recent potholing of the connection locations by the City's contractor revealed a discrepancy between record drawings and actual field conditions. District and City Engineering staff continue to coordinate ensuring that work on the District's infrastructure is performed to American Water Works Association (AWWA) and District standards for installation of new pipeline.

Work Within District Boundary

District Engineering staff have responded to 19 Humboldt County Building Permits, and 592 Underground Service Alerts (USA) since last reported at the Board Meeting on July 12th. These numbers indicate a lot of active work, as well as a number of projects which may become active later this year. Responsible homeowners and contractors call 811 to initiate a USA ticket for any excavation work within their property or work area.

Accounts Payable

Checks by Date - Detail by Check Date

User: FM
 Printed: 9/8/2022 11:11 AM

Humboldt Community Services District
 5055 Walnut Drive – Eureka CA 95503
 PO Box 158 – Cutten CA 95534 (707) 443-4558

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
55516	A160	ACWA-JPIA	08/10/2022	
	690874	aMedical Plan - Employees		51,594.04
	690874	bDental Plan - Employees		1,628.20
	690874	cVision Plan - Employees		312.60
	690874	dLife/AD&D Plan - Employees		475.94
	690874	eMedical Plan - Board Members		12,562.52
	690874	fDental Plan - Board Members		448.76
	690874	gVision Plan - Board Members		78.15
	690874	hLife/AD&D Plan -Board Members		30.61
	690874	iMedical Plan -Retired Members		20,154.97
	690874	jDental Plan - Retired Members		1,192.00
	690874	kVision Plan - Retired Members		343.86
Total for Check Number 55516:				88,821.65
55517	A210	Petrusha Enterprises Inc.	08/10/2022	
	614106	Commercial Fire Monitoring		84.00
	614106	AES Comm Fire Alarm Comms		111.00
	614106	Open/Close Reporting		45.00
	614106	RdgwdPump Comm Monitoring		76.50
	614106	RidgwdPump Cell Alarm Coms		120.00
	614106	RdgwdPump KeypadMobile Access		15.00
Total for Check Number 55517:				451.50
55518	A360	AFLAC	08/10/2022	
	215929	Supplemental Health Premium - July		177.58
Total for Check Number 55518:				177.58
55519	C180	Canon Solutions America Inc.	08/10/2022	
	6001261719	Constr Black Copies XLN04212-04.19.22-07.18		3.88
	6001261719	UseTaxRecoveryFee/ConstrCopier		0.44
	6001261719	Constr Color Copies XLN04212-04.19.22-07.18		7.49
Total for Check Number 55519:				11.81
55520	C410	City of Eureka: SW	08/10/2022	
	JULY 2022	General 79%		106,439.07
	JULY 2022	Humboldt Hill 21%		28,293.93
Total for Check Number 55520:				134,733.00
55521	C475	Coast Counties Peterbilt	08/10/2022	
	0783210S	Unit #8/Brakes/Parking brake replace		515.18
Total for Check Number 55521:				515.18
55522	E170	Employee Relations	08/10/2022	
	93295	Pre Employ Bkgrd Report/BB		179.84

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 55522:	179.84
55523	E485	Cooney Parris and Rieke Corp	08/10/2022	
	07312022	Discount Earned - July		-5.22
	121940/3	Ventura black wall clock		14.00
	122009/3	Pencil Tire Gauge 120 psi		17.22
	122141/3	Line trimmer .105 prof 165'		25.85
	122154/3	Tube square/Tube round		27.56
	122643/3	Mounting tape/Die 1" hex/Hardware screws		27.78
	122744/3	Plastic pail 5 gal		39.95
			Total for Check Number 55523:	147.14
55524	E558	NAPA Auto Parts of Eureka	08/10/2022	
	285525	Unit #12/Head light		57.07
	287987	Unit #1/impact socke set		17.80
	290096	Lamp/Blstr pk miniatures		7.64
	290259	2.5 Blue Def		91.70
			Total for Check Number 55524:	174.21
55525	E650	Eureka Ready Mix	08/10/2022	
	79979	Pea gravel/Base		1,688.98
	80007	Base		435.04
			Total for Check Number 55525:	2,124.02
55526	E890	Express Employment Professionals	08/10/2022	
	27516037	Temporary Personnel - Finance PPE 07.17.22		1,061.29
	27563238	Temporary Personnel - Finance PPE 07.27.22		985.68
	27563239	Temporary Personell - Finance PPE 07.17.22		-74.13
			Total for Check Number 55526:	1,972.84
55527	G310	GHD Inc.	08/10/2022	
	380-0017456	Hoover street Mitigation grant assistance		1,592.33
			Total for Check Number 55527:	1,592.33
55528	H010	Keenan Supply	08/10/2022	
	07312022	Discount Earned - July		-100.23
	S012521946.002	8 DI C153 90 Elbow		800.78
	S012522418.002	8x4' FlgxFlg DI spool		2,143.29
	S012623218.001	IPS SS insert/PEP mac-pak/FIPxMtr swivel bras		2,130.57
	S012628754.001	4x20 SDR35 Gskt boe plas pipe		400.42
			Total for Check Number 55528:	5,374.83
55529	H410	Humboldt Bay Municipal Water D	08/10/2022	
	16025000	Water Purchased - July		86,245.49
			Total for Check Number 55529:	86,245.49
55530	I700	IBS Interstate Battery System	08/10/2022	
	5098453	Booster Station Batteries/FAGYZ32HL/SLA111		850.34
			Total for Check Number 55530:	850.34
55531	J800	Johnson's Mobile Rentals LLC	08/10/2022	
	144779	Rental fencing for the Ridgewood Tank Rehabili		252.78

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 55531:	252.78
55532	J900 08312022	ACWA/Joint Powers Insurance Authority Cyber Liability p/o Liab Program/PolicyYear 07.	08/10/2022	2,483.50
			Total for Check Number 55532:	2,483.50
55533	M099 10565554	Mad River Community Hospital Pre Employment Physical/BB	08/10/2022	333.57
			Total for Check Number 55533:	333.57
55534	M230 M232640 M232643 M232668	Mendes Supply Co PSCQcarbaccide 30ga/Drum Deposit (2) PSCQcarbaccide 30gal Credit/Drum deposit	08/10/2022	814.51 142.24 -120.00
			Total for Check Number 55534:	836.75
55535	M450 517343772 517382185 517426971 517469987	Mission Linen Uniforms/Mats Uniforms/Mats Uniforms/Mats Uniforms/Mats	08/10/2022	403.93 240.36 403.93 236.97
			Total for Check Number 55535:	1,285.19
55536	M780 0171898-IN	Municipal Maintenance Equipmen (3) Amber LED indicator lamps for the Vac-con'	08/10/2022	116.09
			Total for Check Number 55536:	116.09
55537	N570 165688 165744 165745	North Coast Labs Ltd 2022 Lead/Copper Testing Program Analysis Tritium, Gross Alpha and Gross Beta analysis/Sc Tritium, Gross Alpha and Gross Beta analysis/Sp	08/10/2022	1,025.00 205.00 205.00
			Total for Check Number 55537:	1,435.00
55538	P430 0050008 047723 047726 047737 051183 051187 07312022	Pierson Building Center Visitor Parking 19x15 Concrete Tools/NAPA black pvc gloves/NAPA g So Bay Well Parts/Teflon tape/PVC 1/2" and 3/4 So Bay Well Parts/PVC cement/PVC adapters/P X-treme trimmer line BrGr tarp/Brass compression insert, sleeve, unio Discount Earned - July	08/10/2022	12.00 14.16 13.24 14.25 26.20 60.93 -6.45
			Total for Check Number 55538:	134.33
55539	T285 4646 4648	Thomas R. Bess Hot asphalt for trench paving Hot asphalt for trench paving	08/10/2022	1,456.44 257.57
			Total for Check Number 55539:	1,714.01
55540	T810 38038	Tony Gosselin Tire Service Skid steer loader/New tires/Ruff Dawg	08/10/2022	1,755.23
			Total for Check Number 55540:	1,755.23

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
55541	T935 852	Two Brothers Cathodic Services Inc Annual cathodic protection maintenance on Dist	08/10/2022	4,000.00
Total for Check Number 55541:				4,000.00
55542	U090 148636USB22 2022148636	USA of NoCal and Nevada California State Fee for Regulatory Costs 7.01.2; 2022 Membership fee \$300 plus 2021 billable tic	08/10/2022	632.04 1,625.94
Total for Check Number 55542:				2,257.98
55543	U330 971127	United Rentals, Northwest Inc Four month rental of (2) 21,000 gallon baker tan	08/10/2022	7,183.33
Total for Check Number 55543:				7,183.33
55544	U410	United Way of Humboldt PR Batch 00001.08.2022 UNITED WAY PR Batch 00001.08.2022 UNITED WAY PR Batch 00001.08.2022 UNITED WAY	08/10/2022 PR Batch 00001.08.2022 UNI PR Batch 00001.08.2022 UNI PR Batch 00001.08.2022 UNI	0.25 2.15 1.60
Total for Check Number 55544:				4.00
55545	V700 INV 22-566554 INV 22-566751 INV 22-569226 INV 22-570208	Valley Pacific Petroleum Services Inc Fuel Tack Oil Sprayer/Propane Fuel Ethanol Free 92 Octane	08/10/2022	1,472.45 50.22 5,400.98 39.06
Total for Check Number 55545:				6,962.71
55546	W208 1040	Watt's Cleaning Services Cleaning services for July 2022	08/10/2022	1,960.00
Total for Check Number 55546:				1,960.00
55547	W570 332840	Western Chain Saw HSA 56 Kit/AK 30 Battery	08/10/2022	432.56
Total for Check Number 55547:				432.56
55548	UB*02015	KENNETH/LORAIN BAILOR Refund Check Refund Check Refund Check Refund Check Refund Check	08/10/2022	38.91 14.52 80.42 27.17 15.55
Total for Check Number 55548:				176.57
55549	UB*02009	RICHARD BUHLER Refund Check Refund Check	08/10/2022	26.91 9.74
Total for Check Number 55549:				36.65
55550	UB*02019	EUREKA ACE HARDWARE Refund Check	08/10/2022	26.46
Total for Check Number 55550:				26.46
55551	UB*02013	PETER/REBECCA HENDERSON/BOYD	08/10/2022	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
		Refund Check		25.34
		Refund Check		4.10
		Refund Check		41.05
		Refund Check		11.80
		Refund Check		15.56
			Total for Check Number 55551:	97.85
55552	UB*02007	VICTOREO HOCKETT	08/10/2022	
		Refund Check		40.63
		Refund Check		182.35
		Refund Check		28.69
		Refund Check		58.17
		Refund Check		10.07
		Refund Check		120.30
			Total for Check Number 55552:	440.21
55553	UB*02016	JACOB HOFHEIMER	08/10/2022	
		Refund Check		13.29
		Refund Check		30.31
		Refund Check		7.01
		Refund Check		55.90
		Refund Check		17.64
			Total for Check Number 55553:	124.15
55554	UB*02012	BILLY/JENNY JOHNSON/FELIX	08/10/2022	
		Refund Check		73.20
		Refund Check		111.32
		Refund Check		35.06
		Refund Check		75.41
			Total for Check Number 55554:	294.99
55555	UB*02014	ANNA/ROBERT KELLEHER	08/10/2022	
		Refund Check		1.26
		Refund Check		1.81
		Refund Check		2.16
		Refund Check		0.95
		Refund Check		3.98
			Total for Check Number 55555:	10.16
55556	UB*02011	GERALD LAHEY	08/10/2022	
		Refund Check		21.02
		Refund Check		3.46
			Total for Check Number 55556:	24.48
55557	UB*02017	MARIANNE LEOPARDO	08/10/2022	
		Refund Check		29.37
		Refund Check		7.92
		Refund Check		43.31
		Refund Check		13.67
			Total for Check Number 55557:	94.27
55558	UB*02008	KYLE/SHANE MAC DONALD/DONNEL	08/10/2022	
		Refund Check		63.09
		Refund Check		47.13

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 55558:	110.22
55559	UB*02010	MARCI PIGG Refund Check	08/10/2022	84.90
			Total for Check Number 55559:	84.90
55560	UB*02021	KAREN SCHNEIDER Refund Check Refund Check	08/10/2022	8.56 98.60
			Total for Check Number 55560:	107.16
55561	UB*02018	RICHARD/DEVIN THEOBALD Refund Check Refund Check Refund Check Refund Check Refund Check	08/10/2022	11.09 7.83 23.83 8.25 35.15
			Total for Check Number 55561:	86.15
55562	UB*02020	CRYSTAL/MARY WILLIAMS/WILBUR Refund Check Refund Check Refund Check Refund Check Refund Check	08/10/2022	4.68 28.44 4.93 52.45 16.55
			Total for Check Number 55562:	107.05
			Total for 8/10/2022:	358,340.06
55563	S801 04182022	State Water Resources Control Board Permitting for Elk River Crossing Repair	08/11/2022	2,417.00
			Total for Check Number 55563:	2,417.00
			Total for 8/11/2022:	2,417.00
55564	UB*02022	OPEN DOOR COMM HEALTH CTR Refund Check Refund Check Refund Check Refund Check Refund Check	08/18/2022	34.40 27.82 4.51 53.11 17.93
			Total for Check Number 55564:	137.77
55565	UB*02023	JOHN KISTLER Refund Check	08/18/2022	238.47
			Total for Check Number 55565:	238.47
55566	UB*02024	DON DAVENPORT Refund Check Refund Check Refund Check	08/18/2022	18.17 36.56 9.17

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
		Refund Check		26.20
			Total for Check Number 55566:	90.10
55567	UB*02025	LAUREN GRIPPI	08/18/2022	
		Refund Check		18.67
		Refund Check		24.34
		Refund Check		4.92
		Refund Check		44.87
		Refund Check		14.16
			Total for Check Number 55567:	106.96
55568	UB*02026	THREE CORNERS MARKET	08/18/2022	
		Refund Check		144.14
		Refund Check		35.15
			Total for Check Number 55568:	179.29
55569	UB*02027	BETH AMEN	08/18/2022	
		Refund Check		375.55
		Refund Check		121.00
			Total for Check Number 55569:	496.55
55570	C036	Corporate Payment Systems	08/18/2022	
	241374622063006	TW/USPS: Env/Adv PRA		9.65
	242316821968370	TL/Smart Food Service/HCS D Lunch		68.57
	242750422170170	DT/JJS Technical Services/CG-Q34-4 Zuad Gas		264.25
	243230422151854	TW/Winford Eng: DIN Rail Mounting Clips		25.62
	244273321947402	TL/Murphy's Market/HCS D Lunch		24.83
	244273321957402	TL/Murphy's Market/HCS D Lunch		22.35
	244309921964008	TL/Microsoft		88.00
	246921621981009	TW/Amazon: 128GB SanDisk USB 3.0 Flash D		49.50
	246921622011005	TW/Craigs List: Temp Laborer Advg		20.00
	246921622021007	DT/Amazon/7xCyberPower Intelligent LCD UP		781.12
	248019722000910	MM/Tumbled ledgestone nottingham rock for th		3,942.99
	249064121991520	TL/DRI Crash Plan		29.97
			Total for Check Number 55570:	5,326.85
55571	C180	Canon Solutions America Inc.	08/18/2022	
	6001374030	Office/Black Copies WXD03492-06.30.22-07.30		11.99
	6001374030	Office/Color Copies WXD03492-06.30.22-07.30		117.84
	6001374030	UseTaxRecoveryFee/OfficeCopier		5.04
			Total for Check Number 55571:	134.87
55572	C430 07312022	City of Eureka: WA Water Purchased - July	08/18/2022	
				71,435.00
			Total for Check Number 55572:	71,435.00
55573	C495 52729	Colantuono, Highsmith, Whatley, PC Legal Services: Special Counsel	08/18/2022	
				1,365.00
			Total for Check Number 55573:	1,365.00
55574	H210 0626354-IN	Hensell Materials Concrete tools	08/18/2022	
				53.20

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 55574:	53.20
55575	H260 66503	Hilfiker Pipe Company 80 feet of 36" plastic culvert pipe and (2) end plu	08/18/2022	7,300.81
			Total for Check Number 55575:	7,300.81
55576	H810 428331 429173 429283 432453 434653	Humboldt Waste Management Auth Hoover St SLS/Greenwaste Solid Waste Solid Waste Greenwaste Greenwaste	08/18/2022	2.45 916.22 660.98 38.71 5.39
			Total for Check Number 55576:	1,623.75
55577	I525 216515 217862	Infosend UB/Process and Mail/Bills - July Prior to postage UB/Process and Mail/Bills - July After postage i	08/18/2022	2,184.81 3,108.64
			Total for Check Number 55577:	5,293.45
55578	M340 107530 107531 107641 107642	Mercer Fraser Co Hot mix asphalt for the Park Street SMR Project Park and John Hill/Short load Cold mix Park and Nedra/Short load	08/18/2022	1,036.72 426.08 1,761.71 457.32
			Total for Check Number 55578:	3,681.83
55579	M560 50679	The Mitchell Law Firm LLP Legal Services - July 2022	08/18/2022	143.00
			Total for Check Number 55579:	143.00
55580	P190 185866	Pacific Paper Co HP80x Toner BF/Bic Glide bold/Steno pads	08/18/2022	289.41
			Total for Check Number 55580:	289.41
55581	R250 29014594	Recology Humboldt County Garbage Service - July	08/18/2022	511.75
			Total for Check Number 55581:	511.75
55582	S145 955115 989426	Schmidbauer Building Supply Building material for the HCSD Front Office Rel Windows for the Office Building Exterior Phase	08/18/2022	6,969.58 5,932.68
			Total for Check Number 55582:	12,902.26
55583	S495 44794	Shred Aware PickUp/Shredding/64GalBin/27"S	08/18/2022	117.42
			Total for Check Number 55583:	117.42
55584	S808 09007921	Statewide Traffic Safety and Signs (50) 18" traffic cones with 6' reflective surface ai	08/18/2022	668.36
			Total for Check Number 55584:	668.36
55585	U570	The UPS Store	08/18/2022	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	MMK4A709VSMH1	Shipping/Recalibrate Backflow kit		44.08
			Total for Check Number 55585:	44.08
			Total for 8/18/2022:	112,140.18
55586	C370	City National Bank	08/19/2022	
	09012022	aMartin Slough AGr#12-020-01		57,112.11
	09012022	bMartin Slough Agr#12-020-01		31,687.89
	09012022	c1981 Bond Agr#12-020-04		25,715.66
	09012022	d1981 Bond Agr#12-020-04		450.02
			Total for Check Number 55586:	114,965.68
			Total for 8/19/2022:	114,965.68
55587	C450	City of Eureka: Water Test	08/31/2022	
	INV03419	Microbiological Testing - June		459.00
	INV03420	Microbiological Testing - July		459.00
			Total for Check Number 55587:	918.00
55588	D910	Don's Rent-All Inc	08/31/2022	
	228360	Scaffold rental for the District Office Rehab Proj		67.74
	228524	Office siding, windows/Hilti pr 30 w/reciever/Tr		48.07
			Total for Check Number 55588:	115.81
55589	E330	Englund Marine and Industrial Supply	08/31/2022	
	532277/7	Brandon/Rain gear and boots		321.46
			Total for Check Number 55589:	321.46
55590	E890	Express Employment Professionals	08/31/2022	
	27605546	Temporary Personnel - Finance PPE 07.31.22		984.69
	27632975	Temporary Personnel - Finance		985.43
	27682316	Temporary Personnel - Finance		939.47
			Total for Check Number 55590:	2,909.59
55591	F010	Farmer Brothers Co	08/31/2022	
	91501596	Col DC (2)		214.44
	91501604	Creamer Shaker (2)		109.44
			Total for Check Number 55591:	323.88
55592	F049	Fastenal Company	08/31/2022	
	CAEUR 123175	AAA, D Bttry/Elect tape/Disp foam earplugs/Du		45.55
	CAEUR 123175	Safety Glasses/Disp earplugs/Disp particulate re:		140.77
			Total for Check Number 55592:	186.32
55593	F050	Fastenal Industrial	08/31/2022	
	CAEUR123002	Wht multifold hand towel		35.04
	CAEUR123071	10" GL plier/Elect tape various colors/Flame ret		195.18
	CAEUR123116	Auto stndrd plug/Square drive air impact/Twister		460.65
	CAEUR123123	8" and 12" Rock carbide plus hammer bits		63.57
	CAEUR123176	Wht MultiFold PprTwl		35.04
	CAEUR123281	Hi-Vis LimeOrange zipper mesh ANSI Type R C		25.17

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	CAEUR123281	20oz Aerosol dark machine gray hp system enam		87.15
	CAEUR123374	20oz Aerosol dark machine gray hp system enam		174.32
Total for Check Number 55593:				1,076.12
55594	H260 66516	Hilfiker Pipe Company 20 Ft. 36" plastic culvert for a sleeve for the futu	08/31/2022	1,422.65
Total for Check Number 55594:				1,422.65
55595	N570 165898 165898	North Coast Labs Ltd 2022 Lead/Copper Testing Program Analysis ELAB Fee per lot submission	08/31/2022	420.00 5.00
Total for Check Number 55595:				425.00
55596	P010 09062022 09062022 09062022 09062022 09062022 09062022 09062022	Pacific Gas and Electric-GN bHH Water System cFW/MR Water System dGeneral Sewer System eKS/HH Sewer System fOffice/Yard gSpark energy Gas/LP Gas Chgs aWA Pump & District/Cummings	08/31/2022	11,759.48 906.74 3,712.67 1,250.15 8,456.11 92.76 8,003.22
Total for Check Number 55596:				34,181.13
55597	P130 09122022	Pacific Gas and Electric-St Street Lighting - August	08/31/2022	2,417.62
Total for Check Number 55597:				2,417.62
55598	S115 2976	Sabre Backflow Inc. Annual Backflow test kit recalibration	08/31/2022	137.32
Total for Check Number 55598:				137.32
55599	S117 2208311-01	Sage Designs Inc SCADAPack x70 Remote Connect Function Blo	08/31/2022	1,800.00
Total for Check Number 55599:				1,800.00
55600	S145 270836 270855 270860	Schmidbauer Building Supply Misc building materials for the Office Rehabilita Misc building materials for the Office Rehabilita Misc building materials for the Office Rehabilita	08/31/2022	487.34 80.85 44.75
Total for Check Number 55600:				612.94
55601	S750 09012022	Standard Insurance Company Short&Long Term Empl Disability	08/31/2022	1,628.90
Total for Check Number 55601:				1,628.90
55602	S808 09007931	Statewide Traffic Safety and Signs Traffic safety signage	08/31/2022	140.91
Total for Check Number 55602:				140.91
55603	S850 09152022+10	Optimum Internet/Phone 08.24.22 - 09.22.22	08/31/2022	528.13

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 55603:	528.13
55604	S908 23876 8667	SWRCB-DWOCP T2 Water Treatment Renewal/BMc D5 Water Operator Renewal/TL	08/31/2022	60.00 105.00
			Total for Check Number 55604:	165.00
55605	T810 100995	Tony Gosselin Tire Service Unit #18/(2) New tires	08/31/2022	1,078.94
			Total for Check Number 55605:	1,078.94
55606	U410	United Way of Humboldt PR Batch 00002.08.2022 UNITED WAY PR Batch 00002.08.2022 UNITED WAY PR Batch 00002.08.2022 UNITED WAY	08/31/2022 PR Batch 00002.08.2022 UNI PR Batch 00002.08.2022 UNI PR Batch 00002.08.2022 UNI	0.64 1.27 2.09
			Total for Check Number 55606:	4.00
55607	V500 9914039207	Verizon Wireless Cellular Service - August	08/31/2022	368.45
			Total for Check Number 55607:	368.45
			Total for 8/31/2022:	50,762.17
			Report Total (92 checks):	638,625.09

Humboldt Community Services District

Dedicated to providing high quality, cost effective water and sewer service for our customers

AGENDA REPORT

For HCSD Board of Directors Regular Meeting of: September 13, 2022

AGENDA ITEM: G.1 (New Business)

TITLE: Consideration of Changing the Board's Regular Meeting Time

PRESENTED BY: Terrence Williams, General Manager

Recommendation:

Discuss feasibility of request, and instruct the General Manager accordingly.

Summary:

At the request of Director Benzonelli during the September 23rd regular meeting, the title matter is brought to the Board for consideration. Such a change has the potential of some minor cost impacts in order to cover overtime for those non-salary employees who may be expected to report to the Board.

Should the Board determine it is in the best interest of the District to modify the stipulated regular meeting time, the GM will begin the process to modify District Code 2.01.020 (Ordinance 98-01 Section 1) wherein the Board will conduct a public hearing and approve the new ordinance at two separate meetings. Final adoption will occur after a thirty-day waiting period before implementation.

A bit of history on meeting times and frequencies:

- Bi-monthly meetings were established in 1981.
- The Board has met on the 2nd and 4th Tuesdays at 5 p.m. since 1998. Prior to that, the Board met at 4 p.m.

Fiscal Impact:

Unknown, minor