

**SPALDING COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING
October 9, 2025
Minutes - DRAFT**

APPROVED BY DIRECTORS

Kathy Claytor _____
Ellen Stallings _____
Jerald Oliver _____
Glyne Johnson _____
Larry Doss _____

1. CALL TO ORDER by Kathy Claytor at 4:00 pm

2. <u>ROLL CALL</u>	<u>Present</u>	<u>Not Present</u>
Kathy Claytor	<u> x </u>	
Tammy LaBue	<u> x </u>	
Ellen Stallings	<u> x </u>	
Glyne Johnson	<u> x </u>	
Jerald Oliver	<u> x </u>	

3. PLEDGE OF ALLEGIANCE

Recital of the pledge of Allegiance, led by Chairwoman Claytor was spoken

4. APPROVAL OF THE AGENDA

Motion: To approve the agenda for October 9, 2025 with suggested changes.

First: Director Stallings
Second: Chairwoman Claytor
Roll Call: Ayes – Kathy Claytor, Ellen Stallings, Jerald Oliver
No – Glyne Johnson, Tammy LaBue

Public Comment: None

Board Comment: **Director Stallings** asked that Item #8, Demand to Cure and Correct, be removed and agendized at a special meeting next week.

5. PUBLIC COMMENT

M. Hill spoke on septic pumping, sewer maintenance, and desire to help the community with Lahontan.

K. Graton spoke on the Strategic Plan and using it as a road to help the Board prioritize the work to be done.

R. LaBue reported that the Strategic Plan is currently being reviewed by Attorney General's Office. He felt his rights were being violated.

6. APPROVAL OF MARCH AND APRIL MINUTES

Chairwoman Claytor reported that these minutes are still in draft form and will be presented at the next regular meeting.

Public Comment:

T. LaBue asked if the February, July and September minutes would also be available. D. Claytor reported they would.

Board Comment: None

7. **DEMAND TO CURE AND CORRECT** was received on September 27, 2025, regarding Board members and Volunteer Fire Department members voting on fire department issues. Community Service Director reported that there is no FPPC or Government Code 1090 – 61040 Section 53227 that restricts these Board members from voting. The Board is obligated to inform the public of this.

Public Comment: None

Board Comment: None

8. **DEMAND TO CURE AND CORRECT** was received September 20, 2025, regarding the paving project at the Spalding Community Center. Tabled to a special meeting next week.

Public Comment: None

Board Comment: None

9. **DEMAND TO CURE AND CORRECT** was received October 1, 2025, regarding Board Member Jerald Oliver. A resignation from a Board member is to be done in writing. Director Oliver did not submit his resignation in writing, so he remains on the Board with no Brown Act violation.

Public Comment: None

Board Comment: None

10. CLOSED SESSION: PUBLIC EMPLOYEE DISCIPLINE/RELEASE

Did not happen

11. NEW BUSINESS

Community Center Sound System Upgrade

The Board has received 3 bids for an upgraded sound system that will improve the quality of the Zoom meetings. Chris Long addressed the Board on the need for an updated system. There was Board discussion on the bids. Director Johnson did not feel the bids were comparable.

Public Comment:

T. LaBue asked about what Lassen County did when they updated their system.

M. Hill suggested the bids received are not comparable.

K. Graton shared that a Scope of Work and an RFQ need to be generated before bids are gathered. This ensures the bids will include comparable materials and work. This item was tabled until the next meeting.

12. SEWER REPORT

David Handy has received bids for the repair of wet wells and PVC pipe.

Generators were serviced in September. In August the State Water Board inspected the district's facility. Their report has not been received yet. Handy outlined the Scope of Work used to get bids for repairs to the system. There was discussion on the need for a licensed person in this position. Handy will be leaving mid-April. The district is actively looking to replace him and has not received any responses so far.

13. FIRE CHIEF REPORT

The fire department responded to 8 medicals (3 in Spalding) and 2 traffic calls which were cancelled. The pancake breakfast generated \$1936 with a large turnout.

Grasshopper CalFire Station Closing: The station will be closing on December 8, 2025 with rehiring on March 9, 2026.

Training Report: 11 hours of training have occurred.

Firewise Status: Linda Hebrée reported that Firewise did not have funding for the green waste bins this year. Air Pollution Control was contacted, and they picked up the cost for the bins. The district has the required number of hours to have the Firewise certification renewed. Information on Firewise is on Facebook and the District's website.

Public Comment:

T. LaBue asked what the response protocol will be once Grasshopper closes. Fire Chief Muse responded that Spalding volunteers will be first on the scene and SEMSA will get there as soon as they can.

T. LaBue wanted to know if L. Hembree would be attending the Firewise meeting in Susanville. She will be.

Board Comment:

Director Johnson asked if Firewise forms could be made more available to the community for those who clean their property but do not use the green waste bins so those hours can be captured for certification purposes.

14. CYBERSECURITY GRANT UPDATE

Cheryl Alvernaz reported that all documents for the grant were submitted to CalOES. They have approved the worksheet and have sent the information on to the state. It will take 4-6 weeks for the state to approve the project. Alvernaz was not sure how long funding will take after approval. This is a non-matching grant and will be used to cover costs already incurred by the district. The district still needs policies to ensure that the grant money will be handled properly.

Public comment: None

Board Comment:

Director Johnson asked if a separate bank account would be set up for the grant money. C. Alvernaz feels that this would be a good way to track money although the district pays the money out first and then is reimbursed. She is working closely with the bookkeeper to ensure money is tracked properly.

15. RESOLUTION 2025 – MEETING FREQUENCY

Changing the time and frequency of a meeting needs to be done by resolution. This item was tabled for the upcoming special meeting so a resolution can be created.

16. BOARD REPORTS

Kathy Claytor: None

Ellen Stallings reported on the meeting with Lassen Local Agency Formation Commission (LAFCo). Items discussed: ongoing search for GM, updating the website, voting to replace Larry Doss with Tammy LaBue, getting fire department information on the website. Director Stallings has GM applications to turn over to

the Ad Hoc committee for review. Director Johnson requested a new community member be appointed to the committee. The Board appointed Ken Ward.

Tammy LaBue reported that she has completed all her ethics trainings and inquired if the Board needed to complete Sexual Harassment and Brown Act training. Some Brown Act training has occurred.

Glyne Johnson: None

Jerald Oliver reported that he has been helping with Firewise and the Sewer as well as taking on tasks around the Community Center.

17. MEETING ADJOURNED

Motion: To adjourn the meeting

First: Chairwoman Claytor

Second: Director Oliver

Roll Call: Ayes – Kathy Claytor, Ellen Stallings, Tammy LaBue, Glyne Johnson, Jerald Oliver