

<b>REGULAR MEETING MINUTES</b>
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**Del Norte Local Agency Formation Commission  
November 30, 2015 4:00 pm**

**Members present:** Gerry Hemmingsen, Chairman Blake Inscore, Martha McClure

**Members absent:** Sparky Countess, Roger Gitlin, Kathryn Murray

**Others present:** Executive Officer George Williamson, County Counsel Gretchen Stuhr, and Nicole Burshem, PS Business Services, Charles Swenson, Heidi Kunstal

1. Call to Order/Roll Call

A. Designate Vice Chair

Chairman Inscore designated Commissioner Hemmingsen Vice Chair.

2. Public Hearings

A. County Service Area No. 1 Municipal Service Review, Sphere of Influence Amendment & Sewer Service Extension to the Martin Ranch (APN 115-020-28) and Ocean Way Motel (APN 115-020-20) Properties (ATTACHMENT 2A)

Discussion was held in regards to County Service Area No. 1. Mr. Williamson commented the services are entered for review. We were advised the LCP that the County has engaged that it was anticipated to be a service extension rather than an annexation. We have advised County and Elk Valley Rancheria that it is an annexation. Mr. Williamson noted it would accomplish the same thing. A Resolution of Application was submitted and still holding application from Elk Valley Rancheria until the communication of withdrawal. Mr. Williamson commented the MSR is in the packet. We're able to extend the Sphere by one and services would be extended by favorable action. Mr. Williamson would like to acknowledge the great help of the County staff for their comments and was able to prepare the Resolution and application to be filed in a timely manner. Mr. Williamson recommends approval and adoption of Resolutions 1504 and 1505. Commissioner McClure asked in regards to the \$800,000. Heidi Kunstal commented that it looks good in getting that funding.

On a motion by Commissioner Hemmingsen, seconded by Commissioner McClure, and unanimously carried on a polled vote, the Del Norte Local Agency Formation Commission approved and adopted County Service Area No. 1 Municipal Service Review, Sphere of Influence Amendment, and Sewer Service Extension to the Martin Ranch and Ocean Way Motel Properties, Resolution 1504 and 1505.

3. Regular Business

A. Approval of September 28, 2015 Draft Minutes (ATTACHMENT 3A)

On a motion by Commissioner Hemmingsen, seconded by Commissioner Inscore, and unanimously carried on a polled vote, the Del Norte Local Agency Formation Commission approved and acknowledges approval of September 28, 2015.

B. Big Rock CSD Municipal Service Review (ATTACHMENT 3B)

Discussion was held in regards to the Big Rock CSD Municipal Service Review. Mr. Williamson commented this was intended to do regional municipal services reviews. Big Rock contacted us and stated that they are applying for grant funds for water system improvements and thought having an MSR adopted by the Commission would help with the grant application. Mr. Williamson commented that he does feel there are complete MSR and all Board of Directors positions are filled. Mr. Williamson recommends approving Resolution 1506. Commissioner McClure commented there was reference made to a radio station for emergency use of the generator and has it been run through OAS in case of a disastrous emergency. Mr. Swenson commented that yes they do have the platform.

On a motion by Commissioner Hemmingsen, seconded by Commissioner McClure, and unanimously carried on a polled vote the Del Norte Local Agency Formation Commission approved and adopted Big Rock CSD Municipal Service Review Resolution 1506.

4. Inquiries, Correspondence, Application Status and Referrals

A. Staff - The Executive Officer will provide a report of current projects, issues of interest, and pending legislation.

- Crescent City Out of Agency Water Service Extension Application  
- Mr. Williamson commented we have received an application for an out of agency water service extension and will serve both Martin Ranch and Ocean Way Hotel. This just came to us a week to 10 days ago and will proceed with appropriate action. Mr. Williamson commented that we should expect to have this back in January and one property is in the sphere and the other requires a sphere expansion. Chairman Inscore asked if this gets approved in January and Ocean View doesn't get involved does that take them out of

the decision making to determine what will happen with water. Mr. Williamson commented if the Commission does not take an action and the City would be the only service provider to serve that.

- Klamath FPD/ Yurok Tribe Service Agreement – Mr. Williamson commented this was a very productive meeting at the beginning of this month. There is an implication program and a brochure to go out this week and to recruit 5 candidates to receive free training through Crescent Fire. Mr. Williamson noted that there maybe a solution in place for the water tender debt owed. Mr. Williamson commented the service agreement is now the main topic and Director Troy Fletcher had a dozen staff in the room and the meeting was encouraging. Mr. Williamson commented we were able to get Terry to facilitate the meeting. Mr. Williamson commented there is more to come and hope to have more of an update next month and the months to follow.

- Mr. Williamson recommended having a meeting in January 2016, but cancel the meeting in December because we have nothing to discuss at that time.

B. Commission –

The following Commissioners commented: Commissioner McClure asked in regards to the compact settlement agreement. Liz commented we ended up shifing it over to the district to make the dertermination and thought they would come up with something more concrete.

C. Public –

The following members of the public addressed the Commission: None

4. Adjournment

There being no further business to come before the Commission, the Vice-Chairman adjourned the meeting at 4:27 p.m. until the next regularly scheduled meeting on January 25, 2016.

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Respectfully submitted,

Nicole L. Burshem, Recording  
Secretary