

**Local Agency Formation Commission of Modoc County**  
**Meeting Minutes**  
**February 8, 2022**

**1. Call to order / Pledge of Allegiance**

Chair Mark Steffek called the meeting to order at 4:00 p.m. in City Council Chambers at 200 W. North Street in Alturas, CA. Commissioner Rhoads, Commissioner Nelson, Commissioner Coe and Chair Steffek were present. Commissioner Neer, Commissioner Lewis, and Commissioner Byrne were absent. Public attending 2.

Staff Present: John Benoit, Executive Officer, and Macey Binning, Clerk.

**2. Approval of the Agenda (Additions and Deletions)**

Commissioner Rhoads made the motion to approve the agenda as presented; seconded by Commissioner Nelson. In favor were Commissioners Rhoads, Nelson, Coe and Chair Steffek. Motion passed unanimous.

**3. Correspondence**

Executive Officer Benoit received a correspondence from Rural County Representatives of California (RCRC). If a Joint Power Agreement (JPA) is created LAFCo must be notified. This correspondence notified Modoc County LAFCo that the Board of Directors of Rural County Representatives of California (RCRC) voted unanimously to approve the formation of Golden State Connect Authority JPA on August 18, 2021, for the purpose of expanding broadband access and quality in rural areas.

**4. Consider Minutes for the December 14, 2021 LAFCO meeting**

Chair Steffek would like for the minutes to be amended on item number 8 to reflect Roger's full name. Which is Roger Farschon.

Commissioner Coe made the motion to approve the December 14, 2021, LAFCo meeting minutes with the amendment to reflect Roger Farschon instead of Roger; seconded by Commissioner Rhoads. In favor were Commissioners Rhoads, Nelson, Coe, and Chair Steffek.

Motion passed.

**5. Public Comment – None**

**6. Authorize payment of Claims**

Executive Officer Benoit explained to the Commissioners he will continue to add a Resolution on the consent agenda to authorize LAFCo to meet through teleconference per Government Section Code 54953(e).

The Commissioners ask Executive Officer Benoit to restructure future agendas, so it clearly states consent agenda. This will allow them to act simultaneously on the consent agenda items.

Commissioner Coe made the motion to authorize the payment of claims for December, 2021 and January, 2022; seconded by Commissioner Nelson. In favor were Commissioners Rhoads, Nelson, Coe and Chair Steffek.

Motion passed unanimous.

Commissioner Rhoads made the motion to adopt **Resolution #2022-1** authorizing a remote teleconference meeting; seconded by Commissioner Coe. In favor were Commissioners Rhoads, Nelson, Coe and Chair Steffek.

Motion passed unanimous.

**7. Policies, Standards and Procedures Amendment regarding a Service Review follow-up policy regarding MSR follow-up**

After the December 14, 2021, LAFCo meeting there was discussion on updating the Municipal Service Review (MSR) Follow-up Policy. Mr. Benoit has made the suggested correction and is now presenting the draft to the Commissioners.

Commissioner Coe made a motion to adopt Resolution #2022-0002 to amend the Policies, Standards and Procedures to include a policy regarding Municipal Service Review follow-up; seconded by Commissioner Rhoads. In favor were Commissioners Rhoads, Nelson, Coe and Chair Steffek.

Motion passed unanimous.

**8. Public Hearing regarding the Cedarville County Water District Service Review and Sphere of Influence**

Executive Officer Benoit informed the Commissioners he spoke to Roger Farschon who represents the Cedarville County Water District. They noticed they needed to include 14 acres into the new Sphere of Influence that wasn't included in the previous Sphere of Influence boundaries. This is to allow for future actions to be taken.

Commissioner Rhoads made a motion to open the public hearing at 4:18 p.m.; seconded by Commissioner Coe. In favor were Commissioners Rhoads, Nelson, Coe and Chair Steffek.

Motion passed unanimous.

No public comments were presented to the Commissioners.

Commissioner Coe made a motion to close the public hearing at 4:19 p.m.; seconded by Commissioner Rhoads. In favor were Commissioners Rhoads, Nelson, Coe and Chair Steffek.

Motion passed unanimous.

Commissioner Coe made a motion to adopt **Resolution #2022-0004** adopting the Sphere of Influence for the Cedarville County Water District; seconded by Commissioner Rhoads. In favor were Commissioners Rhoads, Nelson, Coe and Chair Steffek.

Motion passed unanimous.

**9. Executive Officer's Report**

Executive Officer Benoit reminds the Commissioners their 700 Forms are due by April 1, 2022, and they must submit their 700 Forms to the County Clerk. Mr. Benoit informs the Commissioners he plans during the April 12, 2022 LAFCo meeting to review the proposed 2022-2023 LAFCo budget. He knows the CALAFCo dues have increased.

Clerk Binning notifies the Commissioners that she does not reflect an action being taken for Resolution #2022-0003. She asks if they would like to revisit this item.

Commissioner Coe made a motion to adopt **Resolution #2022-0003** adopting the Municipal Service Review for the services provided by the Cedarville County Water District; seconded by Commissioner Rhoads. In favor were Commissioners Rhoads, Nelson, Coe and Chair Steffek.

Motion passed unanimous.

**10. Commissioner Reports**

City of Alturas Director of Public Works reports the Alturas Municipal Sewer District is moving forward. During the February 15, 2022 City Council meeting a sewer rate study will be presented. Mr. Picotte is moving forward with the proposed site for new Wastewater Treatment ponds. The City just installed monitoring wells to determine if the site will meet standards.

**11. Adjourn to the next regular meeting on April 12, 2022.**

There being no further business to come before the Commission. Motion made by Commissioner Rhoads to adjourn at 4:35 p.m.; seconded by Commissioner Nelson. In favor were Commissioners Rhoads, Nelson, Coe and Chair Steffek.

Motion passed unanimous.