

**Local Agency Formation Commission of Modoc County**  
**Meeting Minutes**  
**June 13, 2023**

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

Chair Kathie Rhoads called the meeting to order at 4:00 p.m. at the City Council Chambers located at 200 W. North Street in Alturas, CA and via Zoom. Commissioner Minchella, Commissioner Nelson, Commissioner Coe and Chair Rhoads were present. Commissioner Starr, and Commissioner Crosby were absent. Public attending 3.

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

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

Commissioner Coe would like to request making the consent agenda item #7a its own item since there aren't any other items in the consent agenda.

Commissioner Coe made the motion to approve the agenda with the requested change; seconded by Commissioner Nelson. In favor were Commissioners Coe, Nelson, Minchella, and Chair Rhoads.

Motion passed unanimous.

**3. Correspondence: None**

**4. Consider appointment of a Public Member and Public Member alternate for LAFCo**

Executive Officer Benoit has not received any interest as of June 13, 2023. He will continue adding this item on the agenda until filled. Mr. Benoit encourages the Commissioners to recruit for these positions.

**5. Consider Minutes for the April 11, 2023 LAFCo meeting**

Commissioner Coe made the motion to approve the April 11, 2023 LAFCo minutes; seconded by Commissioner Nelson. In favor were Commissioners Coe, Nelson, Minchella, and Chair Rhoads.

Motion passed unanimous.

**6. Public Comment – None**

**7. Authorize payment of claims for April 2023 and May 2023**

Commissioner Coe noticed on the report provided it references different fiscal years and would like to see the correct fiscal year referenced.

Commissioner Coe made the motion to authorize the payment of claims for April 2023 and May 2023 with correct fiscal year referenced; seconded by Commissioner Minchella. In favor were Commissioners Coe, Nelson, Minchella, and Chair Rhoads.

Motion passed unanimous.

**8. Public Hearing – LAFCo File 2023-0001 Reorganization including Formation of a Countywide CSA (CSA 2 for unincorporated area only) for Pest and Weed Abatement and Dissolution of the Lookout Pest and Weed**

Chair Rhoads opened the public hearing at 4:07 p.m.

Executive Officer Benoit explained this item has been through the proper procedures to initiate the dissolution and start the formation process. Modoc County Board of Supervisors approved the Resolution. Mr. Benoit will continue following the procedures and the next step will be to conduct a protest hearing. Lookout will be the first benefit zone. Other benefit zones can be added and will be managed by Modoc County.

There being no further comments to come before the Commission, the public hearing was closed at 4:20 p.m.

Commissioner Coe made the motion to **Resolution 2023-0002** forming a Countywide CSA for Pest and Weed Abatement subject to terms and conditions; seconded by Commissioner Minchella. In favor were Commissioners Coe, Nelson, Minchella, and Chair Rhoads. Motion passed unanimous.

Commissioner Nelson made the motion to **Resolution 2023-0003** dissolving the Lookout Pest Abatement District subject to terms and conditions; seconded by Commissioner Minchella. In favor were Commissioners Coe, Nelson, Minchella, and Chair Rhoads. Motion passed unanimous.

**9. Public Hearing – LAFCO 2023-2024 Proposed Annual Budget**

Chair Rhoads opened the public hearing at 4:21 p.m.

Executive Officer Benoit provided the Commissioners with the proposed budget for FY 2023-2024 and explained there isn't any significant changes. The proposed budget amount is \$74,584.40.

There being no further comments to come before the Commission, the public hearing was closed at 4:26 p.m.

Commissioner Minchella made the motion to adopt **Resolution 2023-0004** adopting a final budget for fiscal year 2023-2024; seconded by Commissioner Nelson. In favor were Commissioners Coe, Nelson, Minchella, and Chair Rhoads. Motion passed unanimous.

**10. Upcoming projects:**

- a. Canby CSD Engineering Report  
Mr. Benoit reports a Request for Proposal (RFP) was advertised to receive an engineering report to complete the Canby water system structure through the REAP Grant. Nothing was received.
- b. Canby CSD and Canby Fire Merger  
Mr. Benoit needs to gather more information and direction on the structure of the merge before presenting to LAFCo.
- c. Alturas City MSR and SOI  
The City of Alturas Municipal Service Review and Sphere of Influence will need to be conducted.

**11. CALAFCo Action Items**

Executive Officer Benoit explains that the CALAFCo Annual Conference will be at the Hyatt Regency in Monterey, October 18 thru 20, 2023. Modoc County LAFCo will need to submit their Board of Directors Nominations, Achievement Awards Nominations, and vote on a voting delegate during the August 8, 2023 LAFCo meeting.

**12. Executive Officer's Report**

Mr. Benoit reports he hosted a workshop at the annual CALAFCo staff workshop located in Murphys, California April 26-28<sup>th</sup>.

**13. Commissioners Reports – Discussion – None**

**14. Adjourn to the next regular meeting on August 8, 2023**

There being no further business to come before the Commission. Motion made by Commissioner Coe to adjourn at 4:38 p.m.; seconded by Commissioner Nelson. In favor were Commissioners Coe, Nelson, Minchella, and Chair Rhoads.  
Motion passed unanimous.

Respectfully,

Macey Binning  
LAFCO Clerk