

Chester Public Utility District  
PO Box 503  
251 Chester Airport Rd.  
Chester, Ca. 96020  
530-258-2171

**Minutes of Special Meeting:** November 28, 2017 at 3:00pm. Located in the Chester Public Utility District conference room: 251 Chester Airport Road.

**Directors Present:** Wes Scott, Greg McIntire, Ben Thompson and Steve Trotter.

**Directors Absent:** Vacancy

**Guests Present:** 1, includes Stacy Fischer, a Chester Progressive Rep.

**Staff Present:** 4 CPUD/CFD employees and volunteers.

1. **Call to Order:** Director Scott called the meeting to order at 3:00pm.
  - Director Scott led the Pledge of Allegiance.
  - Agenda approval: Director Trotter made the motion to approve the agenda with no changes. Director Thompson seconded the motion. All in favor, motion carried.
2. **Closed Session:** Personnel (54957)
3. **Reconvene from Closed Session:** 3:11pm
4. **Report on Closed Session:** Director Scott stated that they discussed how to brief the Board in the future regarding negotiations.
5. **Public Comment Non-Agenda Items:** None.
6. **Approval of October 17, 2017 Regular Meeting Minutes:** Director Trotter made a motion to accept the minutes as written. Director McIntire seconded the motion. All in favor, motion carried.
7. **Approval of October 2017 Financials:** After some discussion and clarification on checks made payable to Plumas County Sherriff Dept., Enterprise, LN Curtis, and Streamline, Director Trotter made a motion to accept the Financials as presented. Director McIntire seconded the motion. All in favor, motion carried.
8. **General Manager's Report: by Frank Motzkus – (Exhibit A)** GM Motzkus said he was meeting at West Almanor tomorrow at 10am with the Basin Consolidation group to discuss either forming a Joint Powers Agreement (JPA) or to actually consolidate districts. No progress, still only gathering information.

Helen retired a month early, 11-11-2017. There was a pot luck party for her. We wish her a long, happy retirement.

11-16-17 GM Motzkus attended a PCSDA meeting. It was announced that LAFCO will be getting a new officer, name TBA. Sloan, our website rep. from Streamline was there and helped PIO Lichti with some website posting training.

The SCI work group met on 11-16-17. They will have a kickoff meeting 12-4-17. They will be collecting background information regarding the district and the community to prepare for the public roll out.

All paperwork is submitted to the State Water Resources Control Board regarding the Wastewater Collection System Planning Grant. There is 500K available for planning and 8 Million available for the construction for disadvantaged communities.

Allan Homme passed his Grade 1 Wastewater Cert. When we receive it in the mail, his new Title will be Operator 1.

Director Trotter would like the Webinar information for SCI.

Andy and crew have been getting equipment ready for snow.

Cheryl has been busy with OES invoicing. Kelly has been working on getting the Ambulance billing automated and helping Chief Waterman with the GEMT Audit. Both ladies are creating Desk References for the 3 front desks.

CPUD Staff Christmas party will be 12-17-17.

- 9. Fire Chief's Report: Presented by Captain Dean (Exhibit B)** GEMT Audit is still in process. Ambulance providers will soon incur a 1.5% fee due to Senate Bill #523 passing.

No further work on the Silver Fire law suit.

FF/Medic Walker out on Workers Comp. We have 2 new volunteers.

The Collins Pine and VFA Grants are closing out.

7251 in Janesville getting repairs to make it road ready and sellable. The approximate cost of repairs is 3800.00.

After a brief discussion, Director Trotter stated that he was pleased with the average response times for October.

- 10. Public Comment: Agenda Items:** None

- 11. Holiday Policy #2030:** GM Motzkus explained that there was only verbiage clean up regarding when Holidays fall on the weekends. No extra Holidays were given to staff. He has given a copy to The Union Rep. to amend into the MOU if the bargaining Unit so desires. Director Trotter made a motion to accept Policy #2030. Director McIntire seconded the motion. All in favor, motion carried.

- 12. New Proposed Water Rates, Continued Discussion:** GM Motzkus stated that the Sprinkler rates did not change. He explained that there were only 15 protest letters/votes received. Only 11 qualified with the correct information. This is well below the threshold to stop the increase. Director Scott stated that the Public Hearing be closed. All agreed at 3:40pm.

- 13. Resolution #395: Water Base Rate Increases:** Director Trotter made a motion to accept Resolution #395, for the new rates to begin as of 12-1-2017. Director McIntire seconded the motion. All in favor, motion carried.

- 14. Correspondence:** GM Motzkus stated that we received the Notice that Director Trotter was unopposed in the November Board Election, so he was appointed for another 4 years. The board recommend that he get sworn in today, rather than wait until December's Regular meeting. GM Motzkus swore in Director Trotter with the recited Oath and thanked him for offering to serve another term.

Also, MASA is not an ambulance service. It is to cover out of pocket costs after insurance has paid their share. This is CPUD owned, so if an employee leaves the company, they lose the benefit.

- 15. Comments:**

A) **Directors:** None

B) **Staff:** GM Motzkus stated that there are still 2 vacant seats, as Director Thompson's term expires December 1, 2017. If board members get appointed, they will have to get on the ballot November 2018 for the remaining 3 years of the term. GM Motzkus stated that this should be an agenda item at the next meeting, regarding asking for letters of interest.

Director Scott adjourned the meeting at 3:53.

Cheryl E. Johnson, Clerk to the Board

Approval of Minutes \_\_\_\_\_

