

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

Minutes of Regular Meeting: March 20, 2018 at 3:00pm. Located in the Chester Public Utility District conference room: 251 Chester Airport Road.

Directors Present: Stephen Voboril, Ben Thompson, Wes Scott and Steve Trotter.

Directors Absent: Greg McIntire

Guests Present: 1: Chester Progressive Rep, Stacey Fischer.

Staff Present: 5 CPUD/CFD employees and volunteers.

1. **Call to Order:** Director Thompson called the meeting to order at 3:00pm.
 - Director Thompson led the Pledge of Allegiance.
 - Agenda approval: Director Trotter made the motion to approve the agenda with no changes. Director Scott seconded the motion. All in favor, motion carried.
2. **Closed:** None
3. **Reconvene:** N/A
4. **Report on Closed:** N/A
5. **Public Comment None-Agenda Items:** None
6. **Approval of February 20, 2018 Regular Meeting Minutes:** Director Trotter stated that Agenda Item #7 reads as "Railroad Fund" and should be corrected to "Road Fund". All agreed. Director Trotter made a motion to accept the minutes with said change. Director Scott seconded the motion. All in favor, motion carried.
7. **Approval of February 2018 Financials:** Director Scott inquired to the amount of money taken in for February. Secretary to the Board Cheryl stated that there were a lot of Lassen Crew reimbursements received from USFS, and that we still are waiting for 1.1 million. Director Trotter asked about the PERS catch up payments. Cheryl explained that this was due to the PERS suspending the payments until the Safety72 hour work week was approved by the PERS Board and Review Compensation Department. Director Scott made a motion to accept the financials. Director Trotter seconded the motion. All in favor, motion carried.
8. **2016-2017 Audit:** GM Motzkus stated that he had given the board members a draft of the audit at last meeting so they would have a month to go through it before they approved it. He stated that he saw nothing glaring. Director Scott made a motion to accept the 2016-2017 Audit. Director Voboril seconded the motion. All in favor, motion carried.
9. **General Manager's Report: by Frank Motzkus:** (Exhibit A): GM Motzkus stated that SCI Group requested that Ambulance and Fire Budgetary items be split up within the Financials. This will make income and expenses more transparent to the public or vendors when going after Assessments, Grants or Financing.
March 30th he will be at a Watershed Group meeting to discuss water and wastewater needs of disadvantaged communities and the potential of hiring grant researchers and/or writers to help with the capacity of tasks.
Still waiting on SWRCB on status of a possible grant or financing for the Collection System project.
Water Meter Project walk-thru will be April 4th with the bid opening on April 18th at 2:00pm. Ed Anderson and Andy Capella will be here to assist.

GM Motzkus will be attending a Funding Fair in Sacramento April 4th, so he will not be present for the walk-thru.

Negotiations with Local 39 and the Clerical Staff regarding the MOU will be opening soon. Sierra Controls and Converse Electric are in communication regarding the replacement of VFDs at 4th Ave, and Vision Lake lift stations. They are waiting for weather to clear.

- 10. Chief Report: Presented by Captain Dean (Chief Waterman out ill):** (Exhibit B): Captain Dean stated that there was nothing to report regarding the AFG grant, just waiting for the award date.
- The staffing grant, SAFER, may need another board resolution. The award date is July 1st. The FEMA Fire Prevention and Safety Grant we applied for award date is August 1st. PIO Lichti explained that we asked for a Fire Extinguisher Community Training Program with Fire Simulator Props. She added that currently CFD borrows one when they go out to educate the public with Proper Fire Extinguisher demonstrations.
- Firefighter Ryan Johnson has finished the Driver/Operator 1A and will be receiving his license to operate CFD apparatus. Congratulations FF Johnson.
- Medic, FF Walker is still out, he had his first of 2 surgeries on 03-16-18. We expect him back late May.
- Preparation for the Wildland Fire season has begun: We have hosted a Basic 32 class which is the minimum training for Wildland fire fighting. More trainings coming such as a HazMat class in April.
- 3 Employees had issues arise with the NFPA physicals that were performed. Follow up doctor visits are happening in regards to these findings. 1 of the 3 have been cleared, so far.
- EMT, FF Maumoynier will be out with a non-work-related hand injury. He has received surgery and will be out pending therapy and recovery a minimum of 6 weeks.
- Director Trotter asked about the Grant Employer Match percentages for the Grants mentioned above. Captain Dean explained that the AFG Grant for the New Type 3 Engine will be approximately 312K in total with CFD portion being 5%, 30K roughly. The FEMA Grant is considered a Micro Grant so CFD matching percentage will be far less than the AFG match.

11. Public Comment, Agenda Items: None.

12. Chief Position Job Status: GM Motzkus asked for this agenda item to be tabled until next meeting due to Chief Waterman not being present. All agreed, so tabled.

13. 2018-2019 Budget: Operation and Maintenance Draft #1: Director Scott recommended showing trends with past budgets. GM Motzkus stated that he also needs to add in the CPI in the Water column. He will get these adjusted and to the board when completed rather than wait for next meeting, per board request. No action taken.

14. Correspondence: None

15. Comments:

- A) **Directors:** Director Voboril reminded the board and staff that he will not be in attendance for April's board meeting as he will be attending the CSDA Leadership Academy in Monterey that week.
- B) **Staff:** None

Director Thompson adjourned the meeting at 3:27pm.

Cheryl E. Johnson, Clerk to the Board

Approval of Minutes: 