

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

Minutes of Regular Meeting: January 24, 2023 at 5:30pm. Located in the Chester Public Utility District conference room: 251 Chester Airport Road.

Directors Present: Steve Graffweg, Royce Raker, Steve Voboril, and Kim Green.

Directors Absent: Art Tharpe

Guests Present: 4

Staff Present: 6

1. **Call to Order:** Director Voboril called the meeting to order at 5:30pm.
 - a. Director Voboril led the Pledge of Allegiance.
 - b. Director Voboril acknowledged all members, except Tharpe, are in attendance.
 - c. **Agenda Approval:** Director Graffweg made a motion to accept the agenda with no changes. Director Green seconded. All in favor, motion carried.

2. **Public Comment Agenda Items:** none.

3. **Meeting Minutes**
 - a. **December 13, 2022, Special Meeting Minutes:** Director Raker made a motion to accept the minutes. Director Graffweg seconded the motion. All in favor, motion carried.
 - b. **December 20, 2022, Special Meeting Minutes:** Director Graffweg made a motion to accept the minutes. Director Green seconded the motion. All in favor, motion carried.
 - c. **December 30, 2022, Special Meeting Minutes:** Director Raker made a motion to accept the minutes. Director Graffweg seconded the motion. All in favor, motion carried.

4. **November and December 2022 Financials:** GM Cox explained the cash status of the district as having 1.9 million as of 12-30-2022, by referencing page 28 in the financial packet.
 - Fund 200 – no significant budget issues. Grant Expense to be recouped upon Grant award.
 - Fund 300 – doing well. Same as fund 200 regarding the grant GL.
 - Funds 400-600 – Though net position in -457K, we expect 113K Grant revenue. More in Property tax coming in. 154K in Out of County funds still due to us.

- Trying to avoid transferring funds from Sewer.
- 1.45 million bad debts not looking recoupable from USFS. A public member asked if we were going to continue with the USFS contract. GM Cox explained that yes, we will be abiding by the contract's rules. Negotiations continue for the schedule of payment after employees return from incident.
- Director Green stated that this board of directors and current management have uncovered many issues created by previous management. Director Raker made a motion to approve both sets of financials. Director Green seconded the motion. All in favor, motion carried.

5. Finance Committee Update: 1-18-2023.

- GM Cox stated that the 350K CD that is maturing will be moved in to the CLASS fund. Last month the CLASS fund earned \$3500.00 in interest.
- GM Cox shared that we could expect 150K from the Dixie Fire Settlement. More discussion is needed on which funds should get the money. Director Voboril asked that a consideration be made for water fund to receive some funds as fire fund was reimbursed for services rendered during Dixie.
- No recommendations or action, discussion only.

6. General Manager's Report: by Adam Cox

- Need a date to set to have a follow-up workshop. Dates suggested are February 28th and March 7th. Adam will schedule.
- Rain causing issues at lift stations.
- Parcel Tax, Fire and Ambulance Services, coming soon to the board for recommendations.
- Next meeting: Water and Wastewater rate study as well as the OPEB/PERS liability.

7. Fire Chief Report: by Matthew Balzarini

- December was a challenge. Overwhelmed with staffing issues, vehicle maintenance issues and budget issues mainly caused by being mismanaged and neglected in the past.
- Both Ambulances are Out of service at Susanville Ford, we have borrowed one from a neighboring department.
- Interviewing Per Diems.
- Re-Org plan to GM Cox and Labor. Schedule change has been agreed upon.
- Been meeting with Nor Cal EMS.
- Met for 4 hours with region Assistant Chief regarding the CFAA.
- Looking to the Region Chief of Lassen for a local agreement.
- Training day scheduled for the IMG folks

- May have to make cuts, Seneca may have to take the ambulance, many process changes happening. Director Raker asked how many days the ambulance was out of service. He stated 1.5 days.
- Chief Balzarini continued stating that a mobile mechanic has been hired to maintain the apparatus.
- A new Ambulance is a 5 year wait, and he looks for grants daily.
- Applying for a grant for turnouts.
- Cost for both ambulances repairs are approx. 40K.
- Newest ambulance is 10 years old.

8. Local Union Representatives:

- a. **Local 5317/Chester Professional Firefighter’s Association (CFD Safety)** no comments
- b. **Local 39/ Stationary Engineers (CPUD Misc.)** no comments.

9. Public Comment Non-Agenda Items: none.

10. Plumas County Fire Chiefs Association Mutual Aid Agreement: Chief Balzarini explained that this an annual update. Director Raker made a motion to accept the agreement. Director Graffweg seconded the motion. All in favor, motion carried.

11. Closed Session: A and B: read verbatim by Director Voboril at 6:06pm.

12. Reconvene: 7:08pm.

13. Report on Closed Session: by Director Voboril

- a. **Real Property Negotiations:** Direction given to management.
- b. **Labor Negotiations #5317, Side Letter:** A vote of 3 ayes: Green, Voboril and Raker. Nays: Graffweg. Side letter passes.

14. Correspondence: none.

15. Comments:

a. **Directors:**

Director Green thanked Chief Balzarini for attending the town hall meeting.

b. **Staff:** GM Cox thanked the Chief and the Fire Fighters for the side letter and helping to make the department more sustainable.

16. Adjournment: 7:11pm, Director Green made a motion to adjourn the meeting. Director Raker seconded the motion. All ayes, meeting adjourned.

Cheryl E Johnson, Clerk to the Board

Approval of Minutes St. Voboril