

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

**Minutes of Regular Meeting:** July 18, 2017 at 3:00pm. Located in the Chester Public Utility District conference room: 251 Chester Airport Road.

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

**Directors Absent:** Wes Scott and Vacancy

**Guests Present:** 2, includes Stacy Fischer, a Chester Progressive Rep.

**Staff Present:** 5 CPUD/CFD employees and volunteers.

1. **Call to Order:** Director McIntire called the meeting to order at 3:00pm.
  - Director McIntire 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:** none
3. **Reconvene from Closed Session:** n/a
4. **Report on Closed Session:** n/a
5. **Public Comment Non-Agenda Items:** None.
6. **Approval of June 20, 2017 Regular Meeting Minutes:** Director Trotter made a motion to accept the minutes as written. Director Thompson seconded the motion. All in favor, motion carried.
7. **Approval of April and June 2017 Financials:** Director Thompson made a motion to accept financials. Director Trotter seconded the motion. All in favor, motion carried.
8. **General Manager's Report: - (Exhibit A)** GM Motzkus stated that The Watershed Group could offer grants this year, they are interviewing for disadvantaged communities. Last year Chester didn't get in in time. Anthony with Stationary Engineers is reviewing the MOU draft with wording from CPDU Policies added. Liam Bengaard started on 7-10-17 as seasonal help. Kelly Sanders will start 7-24-17 as the new District Secretary. GM Motzkus is working with Spatial Wave and Kahlen Group to submit a planning grant request to the State Water Resources Control Board for upgrading the waste water collection system. The grant is 500 thousand dollars maximum for planning and up to 8 million dollars for the construction. Plumas County Special Districts Association free "Governance Best Practices" Training on August 16<sup>th</sup>. Director Trotter asked that the New Hires come to the next meeting.
9. **Fire Chief's Report: - (Exhibit B).** Presented by Chief Waterman: Chief Waterman stated the OES Water Tender 32 went to the Detwiler Fire. Lots of document being sent to the GEMT Auditor. Many vehicle repairs happening so he is postponing the purchase of another Expo. Volunteer numbers have fallen off. Organizing a Hazmat FRO class to be held here. He thanked Matt Turner for implementing the Toughbook's. Stover repeater rent was denied by the county for them to start paying. The Basin Chiefs are going to go to Sherrie Thrall for options.
10. **Public Comment: Agenda Items:** None.
11. **Board Vacancy:** GM Motzkus explained that we still have had no letters of interest and now we are to the point of potential candidates going to Plumas County and getting on the ballot for November. The ad in the paper was extended regarding the available seat.

- 12. Final Reserve Policy:** GM Motzkus stated he would like to see 2 months of expenses held in reserves per department. Director Trotter asked about a special assessment for November's ballot. Chief Waterman stated that roll out timing is important. Discussion only, no action taken.
- 13. Zoll Monitor Purchase:** Chief Waterman stated that it would be the same price as the one they purchased last year. This was budgeted. Director Trotter made a motion to accept the purchase of the monitor as long as it stayed within the bid price. Director Thompson seconded the motion. All in favor, motion carried.
- 14. Solar Bee Repair Quote: Medora Corp.:** GM Motzkus said the quote was based on a worst-case scenario times 6. After a brief discussion, it was agreed that GM Motzkus was to get with Lead Supervisor Capella for more data. No action taken.
- 15. Collection Charges on Tax Roll, Resolution #2017-01:** GM Motzkus explained that is done annually for Plumas County to collect our Special Assessment minus their fees. Director Trotter made a motion to accept Resolution #2017-01. Director Thompson seconded the motion. All in favor, motion carried.
- 16. Correspondence:** none
- 17. Comments:**
- A) **Directors:** Director Trotter handed out pamphlets from the Conference he attended in Napa. He stated that it was very informational and it was nice to network with other board members and speakers. He learned that when hiring a new auditor, that retrieving a peer review could be helpful.
  - B) **Staff:** none

Director McIntire adjourned the meeting at 3:51.  
Cheryl Johnson, Clerk to the Board.  
Approval of Minutes \_\_\_\_\_