

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

Minutes of Special Meeting: January 24, 2017 at 5:30pm. Located in the Chester Public Utility District conference room: 251 Chester Airport Road.

Directors Present: Wes Scott, Greg McIntire and Ben Thompson

Directors Absent: John Knopp and Steve Trotter

Guests Present: 1

Staff Present: 5

1. **Call to Order:** Director Scott called the meeting to order at 5:30 pm.
 - a. Director Scott led the Pledge of Allegiance.
 - b. Agenda approval: Director McIntire made a motion to accept the agenda with no changes. Director Thompson seconded the motion. All in favor, agenda accepted.
2. **Closed Session:** None.
3. **Approval of Dec. 1 and Dec. 13, 2016 Minutes:** GM Motzkus explained that the weather has hindered the start of the Myrtle St. Sewer line replacement project. All of the bonds etc. are in place and ready to go. Director McIntire made a motion to accept the Dec. 1, 2016 Special Meeting Minutes. Director Thompson seconded the motion. All in favor, motion carried. Director Thompson made a motion to accept the Dec. 13 Regular Meeting Minutes. Director McIntire seconded the motion. All in favor motion carried.
4. **Approval of November 2016 Financials:** Director McIntire made a motion to accept the financials. Director Thompson seconded the motion. All in favor, motion carried.
5. **December 14, 2016 In-Service Follow-up:** GM Motzkus stated that everyone in all departments are working hard on their goals. Everyone has been very conscious of their spending. GM Motzkus should have a combined New Mission Statement to present to the board at the next regular meeting in February.
6. **General Manager's Report: Presented by GM Motzkus: Exhibit A.** He received a letter from Plumas County to negotiate property taxes for the Broussard Annexation. Director Scott advised GM Motzkus to get advice from our attorney, Mr. Einhorn. GM Motzkus stated that he will have a priority list of sewer issues for next meeting, and that the extra pump is needed. Mr. Motzkus stated that he is remaining the Treasure and Training Coordinator for the PCSDA. He will be attending a workshop on February 8th for safe water and assisting disadvantaged districts regarding infrastructure. We received an amendment to the Drinking Water Permit: If any school wants their water tested for Coppers, that we are now required to get the samples and also pay for the testing. Both Director Scott and Director Thompson are for the amendment. GM Motzkus

agreed. The option to petition against it was set in place for Districts that may not be able to afford the testing.

- 7. Fire Chief's Report: Presented by Joe Waterman:** Chief Waterman stated that he finally got through to USFS regarding the \$2.5 million dollars that they owe us. They will be pushing all but 2 of those payments through very shortly. Director Scott would like to be a part of future staffing projects. Cal Fire will be renting the upstairs this summer. So far, the agreement is \$500.00 monthly rent plus any increase in utilities. February 1st and 2nd our Lassen Contract files will be up for Peer Review for the CICC program so we can enter them all into XPU for OES dispatching this season. This will be a transfer from the Federal System to the State System. Medic Balbiani will be attending a Strike Team Leader class. PIO Lichti will be attending a PIO and Disaster Class, through FEMA, free to us.
- 8. Public Comment Agenda Items:** Steve Graffweg mentioned that his meters are uncovered and would like them read, even though it is winter. GM Motzkus will let the CPUD crew know. Mr. Graffweg was not happy to get a larger than normal water bill due to a broken pipe. GM Motzkus explained that CPUD is working on finding grants to get radio meters.
- 9. CPUD replacement Vehicle Bids:** GM Motzkus explained that he called all the dealers that he mailed bids into, and only received one response. The state contract came in \$9000.00 higher than DuPrat motors. Director Scott asked if the plow was a 4 way. GM Motzkus explained that it was in the bid that way. Director Thompson stated that as long as it was within Budget that he will make a motion to accept the DuPrat Motors bid. Director McIntire accepted the bid. Director Scott reminded the Board that the purchase will be allocated as 50% Water and 50% Sewer accounts. The vote was all ayes, motion carried.
- 10. Propane Rate bids:** GM Motzkus explained the bids:
Hunt and Sons = .22 over cost, free tank exchange and free tank rent
Ed Staub and Sons = 1.349, which is .309 over cost
Amerigas = 1.47, which is .50 over cost
ER Energy came in at 1.62
Suburban = 1.779 plus delivery fees which is .55 over cost
Director Scott mentioned that if Hunt and Sons will hold the price for longer than a year, that they sound like the best option. Director McIntire made a motion to elect Hunt and Sons as the Districts new propane provider as long as the rate is locked in for 1 year at minimum. Director Thompson seconded the motion. All in favor, motion carried.
- 11. Conference Room Rental Policy:** After a brief discussion regarding weekend usage and staff being available to chaperone, GM Motzkus said he will get with staff and draft a policy.
- 12. Purchase Request – FLYGT submersible pump from Xylem Water Solutions USA:** GM Motzkus explained the long run savings for having a backup pump and

also the desperate need, as 4th Ave lift station recently had major issues. Director Thompson made a motion to purchase the Xylem pump. Director McIntire seconded the motion. All in favor, motion carried.

- 13. Review the proposal from Flannigan Levitt Insurance: Agreement to become a party to the Amended Joint Powers Agreement creating the California Association of Mutual Water Companies Joint Powers Risk and Insurance Management Authority:** GM Motzkus explained by joining this group that CPUD would save \$4000.00 a year and also get better coverage. The term is from April to April. Chief Waterman stated that Glatfelter, our current group, helped a lot with the Silver Fire legalities. Chief Waterman explained that he too is looking into cheaper insurance rates for the Fire side. Director Thompson made a motion to accept the membership into the JPRIMA group. Director McIntire seconded the motion. All in favor motion carried.
- 14. Assistance to Fire Fighters Grant – SAFER, staffing grant:** Chief Waterman stated that for one fire fighter at base rate with benefits, that the grant would cover 75% for 2 years and 35% for the 3rd year. The cost to CPUD would be 20K for the 1st year, 20K for the second year and 52k for the 3rd year. Chief Waterman explained that this would help tremendously with Over Time Costs. He also stated that we are not bound to keep them after the 3 years. After a bit more discussion GM Motzkus stated that it would be worth trying for. All board members agreed its worth applying for. Director Scott signed the support letter that is a requirement of the application.
- 15. Correspondence:** Cheryl explained that 3 board members are up for re-election November of 2017, Thompson, Knopp and Trotter. She also explained that all board members need to get their necessary trainings done. There are free classes through PCSD and also webinars. She will also be handing out 700 forms at the next meeting that need to be turned in by April 3rd.
- 16. Comments:**
 - a. **Directors:** Director Scott would like the staff to come up with a new time to have meetings. He would also like information brought to the next meeting regarding PHI Flight Care memberships, as Enloe Flight Care doesn't not reciprocate with PHI.
 - b. **Staff:** Chief Waterman stated that Medic Balbiani hosted a free CPR class January 7th that had 19 attendees. This was seen on Facebook and the Website. Medic Balbiani stated that it was a good public information opportunity, as many of the attendees didn't know that we were staffed with a crew 24/7.
- 17.** Director Scott adjourned the meeting at 6:10pm.

Cheryl E. Johnson, Clerk to the Board.

Approval of Minutes

