

# CPUD Chester Public Utility District

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Chester Public Utility District  
Minutes  
Regular Meeting  
March 26, 2024 05:30 PM  
251 Chester Airport Rd, Chester, CA 96020  
<https://chesterpud.org>

## 1. Call to Order

The meeting was called to order at 5:30 pm by Kimberly Green.

### A. Pledge of Allegiance

Led by Stephen Graffweg

### B. Roll Call

Present: Stephen Graffweg, Kimberly Green, Arthur Tharpe, Stephen Voboril

Absent: Royce Raker

Staff Present: 6

## 2. Agenda Approval

Director Green explained that the Committee that is presenting the White Paper, (Agenda item #6) got on today's agenda by going through the proper channels and submitting their presentation materials prior to the meeting for the GM and Board Chair to consider for agenda.

Stephen Voboril motioned to approve. A second was made by Arthur Tharpe.

The motion passed with the following vote:

4 In Favor       Opposed  
   Abstained    1 Absent

## 3. Public Comments

## 4. Approval of Meeting Minutes

### A. February 27, 2024 Regular Meeting

A typo was pointed out and a motion was made to approve the minutes with said change.

Stephen Voboril motioned to approve. A second was made by Stephen Graffweg.

The motion passed with the following vote:

4 In Favor       Opposed  
   Abstained    1 Absent

### B. March 12, 2024 Special Meeting

Director Green stated that when she called for Closed Session in the heat of the moment, that she had misspoke. She meant to call for recess to allow for emotions to calm down. She apologized. Director Voboril's motion was made to accept the minutes as written.

Stephen Voboril motioned to approve. A second was made by Arthur Tharpe.

The motion passed with the following vote:

4 **In Favor**       **Opposed**  
   **Abstained**    1 **Absent**

**5. Approve Financials**

GM Cox stated that the funds and cash look similar to last month. Next month will look differently as we have received taxes from Plumas County in March.

Fire fund is doing better. We have 354K in receivables still due to us from last summer's wild land incidents.

Director Voboril stated he has been approached by community members regarding the OPEB Liability and the Fire Deficit.

GM Cox stated that a streetlight tax is needed, otherwise it is paid from the water ad valorem tax. Clerk Johnson added that the deficit in the streetlight fund is cleared out every June with a journal entry. GM Cox stated that solar may be an option through our water grant. That research part of the Grant hasn't begun yet. Main St. streetlights are not paid by CPUD.

GM Cox explained that the sewer grant project is still 2 to 3 years away. The water grant has had a legislature set back regarding funding.

Stephen Graffweg motioned to approve. A second was made by Arthur Tharpe.

The motion passed with the following vote:

4 **In Favor**       **Opposed**  
   **Abstained**    1 **Absent**

**6. Presentation: White Paper regarding Measures B and C**

One of the 6 members of the officially formed, through the state, (PAC) Political Action Committee stated that they are a committee to advocate for voting yes on the 2 tax measures for the Fire Department. They have prepared the "White Paper" which consists of an unbiased deep dive of facts which are backed up with evidence as well as recommendations to the board. Director Tharpe suggested giving the board more time to review the document and would like to see this on next month's agenda. Director Green asked the board to be prepared to discuss the committee's recommendations.

**7. General Manager Report: Adam Cox**

2 Education pieces will be sent out before the election. The county will be mailing ballots out on April 8th.

Working with consultants regarding OPEB. Information for the board regarding retiree health at the next meeting.

Recommendation to the board to create an Ad Hoc committee to research the Cross Connection Ordinance and state mandates. Staff has targeted July 1, 2024 for ordinance

approval.

EMCC meetings are to be held without Chester's involvement. It was understood that NorCal EMS and all Basin providers would all be invited to those conversations per the Plumas County Board of Supervisor.

Chief Balzarini was not present as he is on vacation. GM Cox presented the Chief's report to the board. Chief Balzarini is resigning. Discussions on if the position will be contracted out or filled are in the works. No confirmed date on Chief Balzarini's last day.

**8. Fire Chief Report: Matthew Balzarini**

This report was covered in the General Manager's report, as Chief Balzarini was not in attendance.

**9. Utility Operations Manager: Allan Homme**

UOM Homme stated:

He will be testing for his D3 Certificate in April.

Coty Pettit will be attending the Expo in April

2017 over heating issues are fixed.

2003 charging issues are fixed.

Title 17 sunsets July 2025 and we will need to have a cross connection control policy and ordinance in place before then.

Director Green recognized Director Voboril and Director Graffweg as the Ad Hoc Committee to research the Cross Connection/Back Flow Program. Operator Pettit gave some examples of how the system could get contaminated without a back flow device installed: Hose to a swimming pool, and flushing hydrants. The public was asked by Director Green to bring their concerns regarding cost to the homeowner, opting out options etc. to the Ad Hoc Committee meeting for the committee to research.

**10. Update from Board Policy Ad Hoc Committee**

Director Tharpe stated he has gone through all the CSDA policy templates, some did not pertain to this district. He will get them loaded on a flash drive next.

**11. Local Union Representatives**

A. Local 5317 / Chester Professional Firefighter's Association (CFD Safety)

B. Local 39 / Stationary Engineers (CPUD Misc.)

none

**12. Update Resolution #410 Credit Card Holders and Limits**

GM Cox stated this is a housekeeping item. The updates include removing previous employees and increasing the \$500.00 limit to \$1000.00. There is policy in place on how items are purchased, approved, and verified by receipt.

Stephen Voboril motioned to approve. A second was made by Arthur Tharpe.

The motion passed with the following vote:

4 In Favor       Opposed  
   Abstained    1 Absent

**13. Public Comment: Non Agenda Items**

Ms. Montandon stated she was misquoted from several meetings. That she was not on the board during the Grand Jury report. That the board violated the Brown Act when they called to go to Closed Session 3-12-2024.

Mr. Waterman stated he was on the Board during the Grand Jury report.

Mr. Dewitt stated that the Cedar St. pipe issue that was discussed at the meeting was not included in the minutes.

Mrs. Tharpe read a letter to the board from her brother, (not present) regarding his concerns of losing a fire department.

**14. Closed Session**

A. Closed Session pursuant to Government Code Section 54957 – Public Employee Discipline/Dismissal/Release

B. Conference with Legal Counsel - Anticipated Litigation Pursuant to Gov. Code Section 54956.9 (d)(2) or (3) - 1 potential case

**15. Reconvene and Report on Closed Session**

The board went to closed session: 6:55pm

The Board reconvened: 7:30pm

Director Green stated that it was information only, and no action was needed.

**16. Correspondence**

None

**17. Comments**

Director Green shared her gratitude for the Lieutenant on duty who responded to 21 calls in 27 days himself.

**18. Adjournment**

Director Voboril made a motion to adjourn at 7:42pm. Director Graffweg seconded the motion. All in favor, motion adjourned.

