

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

**Minutes of Regular Meeting:** September 21, 2021 at 3:00pm. Located in the Chester Public Utility District conference room: 251 Chester Airport Road.

**Directors Present:** Steve Trotter, Steve Graffweg, & Steve Voboril.

Direct Raker called in by phone

**Directors Absent:** Vacancy

**Conference Call:** No Public called in.

**Guests Present:** R Dennis and 6 other guests

**Staff Present:** 7 CPUD/CFD employees and volunteers.

1. **Call to Order:** Director Voboril called the meeting to order at 3:00pm.
  - a. Director Voboril led the Pledge of Allegiance.
  - b. Agenda Approval.
    1. Discussion & possible action: Chief Layne requested to add Street Lights to #19. Director Voboril requested to move Closed Session to between 2 and 3. Director Graffweg made a Motion to move Closed Session to 2 and 3, and Street Lights to 18a. Director Trotter seconded. Roll call vote: Ayes - Graffweg, Trotter, Voboril. Raker aye by phone.
  
2. **2019-2020 Audit Review by CPA Robert Dennis of RT Dennis Accountancy**
  - a. Discussion and possible action. District Auditor Robert Dennis took the podium and introduced himself. Mr. Dennis gave brief overview of the report and what the different sections were. Director Graffweg asked about Liabilities. Pensions, CalPERS, OPEB and paying options. Director Voboril asked Page 3 and the paragraph regarding Management has omitted the management's discussion and analysis. Mr. Dennis replied that it doesn't change the opinion, but just states that it's not in there and may not have been from previous Audits. Director Graffweg asked about how to avoid growing? Mr. Dennis' gave sited options to lower, but also stated that our Liabilities weren't bad compared to others. Can go on-line to see Unfunded Actuarial Liability (UAL). Actuaries are 2 years in advance so we can see changes on the horizon. OPEB would probably be the bigger concern, would be Board decision to have greater control. He suggested paying the minimum on a person to lower outgoing cost. Changing what is offered will change liability. Long term liabilities will depend on offered to Retiree and how long they live. Director Graffweg asked about Mr. Dennis' other Districts he audits. Mr. Dennis stated he has other Districts cap at \$300/month or cut at 65. Mr. Dennis also went on to say that Bankruptcy possible future if District's can't survive paying. As Utility District (Propriety Fund) we could raise rates to meet need as option along with Property Tax. Director Voboril stated that Property Taxes are expected to go down on assessments due to the Dixie Fire. Mutual Aid can help pay bills including Forest Service and Cal Fire. Mr. Dennis also stated that you can prefund. As well as set aside funds. Director Trotter made a motion to accept 2019-2020 Audit. Director Graffweg seconded. Roll call vote: Ayes. Trotter, Voboril Graffweg, Raker Aye by phone. Motion passed.
  
3. **Closed Session: at 3:34pm**
  - a. Gov. Code Section 54957: Public employee Performance Evaluation: General Manager.
  - b. Gov. Code Litigation pursuant to paragraph (1) of subdivision (d) of Section 54956.9: one case.
  
4. **Reconvene:** Director Voboril reconvened the meeting at 4:43pm.

5. **Report on Closed Session:** Director Voboril stated that direction was given to Staff on reimbursements
  
6. **Acceptance of the Resignation of Joe Waterman.**
  - a. Vacancy Posted, available to appoint September 24, 2021.
  - b. Potential Board Officer Nominations.
  - c. Potential Committee Member Nominations.
  - d. Potential Bank Account Signature Card Update.
  - e. Discussion and Possible action.

Director Trotter made a motion to accept Director Waterman’s resignation. Director Graffweg stated he was disappointed. Director Trotter said that his letter, other than discussing shouldn’t be disregarded. Director Graffweg seconded motion. Roll call vote. Ayes: Trotter, Voboril. Raker, aye by phone. Opposed: Graffweg.

Director Voboril directed to make Tuesday appointment for Board applicants and have GM Homme sit in.

Director Voboril would like to wait for Committee and Board Officer Nominations.

Director Trotter made a motion to update the Bank signature card by just removing Director Waterman. Director Graffweg second. Roll call vote. Ayes: Trotter, Voboril, Graffweg. Raker, aye by phone. Motion passed.
  
7. **Public Comment: Non-Agenda Items.** – None.
  
8. **July 20, 2021 Regular Meeting Minutes and September 7, 2021 Special Meeting Minutes.**

Director Trotter made a motion to accept July 20, 2021 minutes. Director Graffweg seconded. Roll Call Vote: Ayes – Trotter, Voboril, Graffweg. Raker ayes by phone.

Director Voboril stated that he talked to Legal Counsel Einhorn and that Septembr7, 2021 Special meeting was not in violation. Office Manger Johnson disagrees. Director Trotter made a motion to table the September 7, 2021 Special Meeting minutes for further clarification due to potential Brown Act violation. Director Graffweg seconded. Roll call vote: Trotter, Voboril, Graffweg. Raker aye by phone. Motion passed.
  
9. **July 2021 and August 2021 Finiacials:**

Director Voboril questioned if a \$34,000 check was a Grant. Director Trotter questions what Salt was. Reimbursement from Fires. Director Trotter asked who is on Target Solutions?

No comments for August 2021. Director Trotter made a motion to accept July 2021 and August 2021 Financials. Director Graffweg seconded. Roll Call Vote: Ayes – Voboril, Graffweg, Trotter. Raker – aye by phone. Motion passed.
  
10. **Public Comment: Agenda Items** - None.
  
11. **General Manger Report** – GM Homme handed out a spreadsheet detailing out some associated Cost to the District from the Dixie Fire and potential reimbursement from the Incident. Gave an update on Compliance Letter, still waiting as the have been upper management changes at SWRCB. Setter jetting is about 40% done. Backflows are a little over half done. Received quotes for checking Water Tanks. GM Homme gave several options for replacing Backhoe. Would like to have an Excavator for capability, he had finance options as well. Director Trotter urged to get together to figure it out. GM Homme passed out a budget pamphlets with updates and tracking items.
  
12. **Emergency Services Report:** Chief Layne went over what CFD resources we had and have had committed to the Dixie Fire. He also updated on current ongoing litigation. Nothing new on the Ambulance Annexation. We have received a bunch of equipment purchased from the KBK Grant. The new Tax assessment went to the County and should be on ballot in May. The JDX event at Holiday raised approximately \$9,000 for Dixie fire victims. Donations received include \$50,000 from Collins Pine Foundation, \$2,000 from The Cortopassi Family Foundation. Paramedic Ryan

Wallace resigned and Paramedic Richard Walsh was hired and is now our lead on medical. Director asked what the money will go to. Chief Layne that it will go to 198 Main fixes and the Duty Officer for Long Distance Transfers.

13. **Resolution #410 amendment** – Director Trotter made a motion to accept the Resolution. Director Graffweg seconded. Roll call Vote: Ayes Voboril, Trotter, Graffweg. Raker, aye by phone. Motion passed.
14. **Employee Medical Benefit Plan Options (Voboril)** <sup>HSA</sup>  
Discussion. Director Voboril would like to look at options. ~~HSA~~ accounts. Director Trotter Stated that his old district set aside the saved money to help employees with their deductibles. Director Voboril suggested contacting InterWest. He also stated that Plumas County capped their plans 10 years ago. The employee pays the rest.
15. **Local Union Representatives:**
  - a. **Local 5371** – Firefighter Johnson stated that nothing has happened for 3 months. Director Voboril stated he hadn't received an email either. FF Johnson would like to know how to proceed going forward. Director Trotter suggested reestablishing contact.
  - b. **Local 39** – None.
16. **Finance Committee Update: (Voboril)**
  - a. Discussion and possible recommendation to the Board for possible action. Director Voboril stated that money shouldn't be in cd's if checking has a negative balance. GM Homme stated that he will check with District Counsel Einhorn about money between Lines. Director Voboril said it's illegal to take money from Sanitation to give it to Fire without making it a loan. Office Manager Johnson suggested moving money from the Money Market. Director Trotter stated that the Finance Committee needs to get with GM Homme and get it resolved.
17. **Personnel Committee Update: (Graffweg/Voboril) (Trotter)**
  - a. Discussion and possible recommendation to the Board for possible action. Director Graffweg stated there was nothing new to add.
18. **Line of Credit:** Chief Layne stated that he has the Debt Management Policy in line. Director Trotter wants to wait til everyone is on same page. Office Manager Johnson stated to use District Auditor Dennis as a resource as his services are built into our Contract. Director Graffweg wanted to know why we don't use the money we have. Worried that Sanitation will pay for everything. GM Homme is worried that without a LOC that other internal loans would cripple water/sewer.
19. **Street Lights: Resolution.**
  - a. Discussion and possible action - Chief Layne stated that he drafted a Resolution for the Street Lights and wants authorization to move forward. Director Trotter asked about Sunset. Chief Layne stated that no there is no Sunset and numbers based on \$32,000.00 annual cost. Director Trotter made a motion to have Chief Layne send Resolution to District Counsel Einhorn and then to Plumas County for review. Director Graffweg seconded. Roll call vote: Ayes, Voboril, Trotter. Nay: Graffweg. Abstained, Raker by phone. Motion failed.
20. **Correspondence:** None at time of posting.
21. **Comments:**
  - a. Directors. Director Trotter noted the Director Waterman still had contents in his cubby and it should be returned to him.
  - b. Staff: None.
22. **Adjournment:** Director Trotter made motion to adjourn the meeting at 6:40pm. Director Graffweg seconded. All in favor, meeting adjourned.

Kelly Sanders, District Secretary  
Clerk to the Board, Cheryl Johnson  
Approval of Minutes *Kelly Sanders*