

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

Minutes of Regular Meeting: January 21,2020 at 3:00pm. Located in the Chester Public Utility District conference room: 251 Chester Airport Road.

Directors Present: Stephen Voboril, Royce Raker, Joe Waterman and Steve Graffweg.

Directors Absent: Steve Trotter.

Guests Present: 4 including Stacy Fischer; Chester Progressive Rep.

Staff Present: 10 CPUD/CFD employees and volunteers.

1. **Call to Order:** Director Waterman called the meeting to order at 3:00pm.
 - A. Director Waterman led the Pledge of Allegiance.
 - B. Agenda approval: Director Voboril made a motion to accept the agenda with no changes. Director Raker seconded the motion. All in favor, agenda approved.

2. **Public Comment non-agenda items :** none

3. **Personnel Committee Update:** Director Voboril stated that there were 3 very good applicants that were interviewed for the board vacancy. The committee's recommendation to the board is that Steve Graffweg be appointed. With that, Director Voboril made a motion to appoint Mr. Graffweg. Director Raker seconded the motion. Mr. Graffweg agreed to the appointment. All in favor, Mr. Graffweg is appointed. He recited and signed the Oath of Office and took his seat at the table.

4. **Elect 2020 Standing Committee Members:**
 - a. **Personnel:** After a brief discussion, Trotter and Voboril were nominated or volunteered. Director Trotter had told Director Waterman to nominate him in his absence before the meeting began, stated Director Waterman. Director Raker made a motion to close the nominations and accept the committee as nominated. All ayes, personnel committee formed.
 - b. **Finance Committee:** After a brief discussion, Waterman and Voboril were nominated or volunteered. They accepted. Director Voboril made a motion to close the nominations and accept the committee as nominated. Director Raker seconded the motion. All, ayes, finance committee formed.

5. **Approval of December 17, 2019 Regular Meeting Minutes and December 20, 2019 Special Meeting Minutes:** Director Raker made a motion to accept both sets of minutes. Director Voboril seconded the motion. Ayes; Voboril, Raker and Waterman. Abstain; Graffweg., minutes approved.

Customer disputes committee dissolved.

6. **Approval of November 2019 (revised) and December 2019 Financials:** Director Waterman had questions regarding checks that were written. He was satisfied with the answers. Director Voboril stated the Over-Time in the Ambulance column needs attention. Director Voboril made motions to accept both sets of financials, as the postage issue was explained and cleaned up. Director Raker seconded the motions. Ayes; Voboril, Raker and Waterman. Abstain; Graffweg., financials approved.

**7. General Manager's Report: Frank Motzkus:
(Exhibit A)**

- Introduced and welcomed new CPUD Maintenance employee, Steven Altenburg.
- Received 5th grant payment for State Water Resources Control board (SWRCB) for \$3279.00. We will get the 6th request soon.
- No word regarding the cease and desist order.
- CPM has removed Well 2's pump. They will be going through it over the next few weeks. They also found that a shaft was twisted. The well has been in service for over 30 years.
- The new office computers are being installed.
- The 2 disputes we had are resolved.
- PCSDA Executive Board met January 19th and elected officers. I am the Treasurer. There is still 1 seat available.
- We have a new Northern California Representative with California Special Districts, Chris Norden. I will be meeting him February 9th, is the next PCSDA meeting.
- Director Waterman asked that a board workshop be scheduled soon.
- Director Waterman asked how the Golden Handshake was going. GM Motzkus said that there were counter offers. Director Waterman would like the Personnel Committee to review the counter offers.
- Director Waterman asked how much the Well 2 repairs were going to cost. GM Motzkus answered that we don't know yet, as it depends on the severity.

**8. Chief's Report: Brian Layne:
(Exhibit B)**

- Cal-Fire may store their engine here for the winter extending the contract.
- Looking at reducing the fleet, ISO rating dependent.
- Looking at assembling a confined space class for CPUD and CFD
- Looking into adopting the 2019 California Fire Code Title 24, Part 9 in its entirety. Researching Plumas County Building and Planning to ensure there are no code conflicts.
- Met with Waterman twice to start mapping out Fire Dept. Funding options.
- Invoices update: received \$37411.12. A request was made to OES to have their legal department get in touch with us to help with USFS reimbursements.
- Federal Excess Personal Property (FEPP) is up for extension; Resolution later on agenda.
- Received: \$500.00 rent for 198 Main St. \$500.00 Cal Fire Rent. \$75.68 reimbursement from a lawsuit.

9. Public Comment agenda items: none.

10. 700 Forms completed by newly elected members: Clerk to the board, Cheryl Johnson, stated that we are on schedule to have these completed and turned in. No action.

**11. Fire Wise Committee Update: Karen Lichti:
(Exhibit C)**

- This year's main event will be "go bags" available for purchase. No price yet, Volunteer Association may help purchase the bags.
- Go Bags are good if you have to leave you home for any disaster, big or small, like a tree falling on your home, wildland fire approaching, etc.

- 12. Fire Department Funding Ad Hoc Committee update: Director Waterman (Exhibit D)** Met with Sherri Thrall regarding Prop 172, LaFCO . Talked to county council regarding county line crossing. He stated Hagwood agreed to give a percent of the next Prop 172 increase to Fire Departments county wide, but the Fire Chiefs Association didn't pursue it.
- Cost reduction ideas: staff reduction with the Golden Handshake, associated costs regarding Local 39 negotiations, Fleet and equipment reductions, budget and past cost analysis.
 - Revenue ideas: Additional parcel assessment, formation of JPA or ambulance district, Prop 172 access, public safety tax, review ambulance service charges, GEMT, other formal agreements.
 - Suggestions from staff, board members etc. are appreciated.
 - Future meetings to incorporate public input and education
- 13. Streetlight Funding options update: GM Motzkus:** He explained that if they do an assessment it would cost money as there would be a full engineering report needed (approx. 30K), ballot with 2/3 vote. He figured about \$1.00 to \$2.00 per month per parcel would cover the cost of the monthly PG&E bill. New PG&E rep will be contacting him on the programs they offer. Director Voboril explained that East Quincy just went through this and it didn't pass. GM Motzkus stated that prop. 218 may happen. Director Waterman stated he will contact Sherri Thrall regarding this matter. No action.
- 14. Continued Participation Federal Excess Personal Property (FEPP) Program. Resolution/Agreement #992233.** Chief Layne explained that if fleet reduction happens, that we can replace vehicles through this program as a no cost to the district option. Director Voboril made a motion to accept the further participation in the (FEPP) with Res. #992233. Director Raker seconded the motion. All in favor, motion carried.
- 15. Solid Waste Ad Hoc Committee formation:** GM Motzkus stated that the deadline is June 2020. He received the Waste Management 2016/2017 and 2017/2018 Audits. There is only a 45-day window for Prop.218. Directors Graffweg and Waterman volunteered to be on the committee. After a brief discussion, Director Voboril made a motion that Graffweg and Waterman be the members of said committee. Director Raker seconded the motion. All in favor, motion carried.
- 16. Closed Session: Personnel: Section 54957, GM Evaluation: 3:55pm.**
- 17. Reconvene: 4:14pm**
- 18. Report on Closed Session:** Director Watermen stated that the committee had delivered the input to GM Motzkus. GM Motzkus submitted comments to the board. Next will be a special meeting.
Compilation ad hoc committee dissolved.
- 19. Correspondence:**
- A) 1 Thank you card from children in Wild Land Fire areas thanking the fire department for their service.
- 20. Comments:**
- **Directors:** Director Waterman welcomed Director Graffweg to the Board.
 - **Staff:** FF/Medic Matt Turner stated to the board that there is public hysteria regarding the School Improvement Prop. 13 on the 2020 Ballot. Director Waterman may recommend to the board a stand-alone tax measure. Hamilton Branch has a tax measure vote coming up in March.

Director Watermen asked for a motion to adjourn at 4:26pm. Director Voboril made a motion to adjourn. Director Raker seconded. All in favor, meeting adjourned.

Cheryl Johnson, CPUD Clerk to the Board.

Approval of Minutes 