

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

**Minutes of Regular Meeting:** August 30, 2022 at 5:30pm. Located in the Chester Public Utility District conference room: 251 Chester Airport Road.

**Directors Present:** Steve Graffweg, Kim Green, Art Tharpe and Steve Voboril.

**Directors Absent:** Royce Raker

**Guests Present:** 11

**Staff Present:** 5

1. **Call to Order:** Director Voboril called the meeting to order at 5:30pm.
  - a. Director Voboril led the Pledge of Allegiance.
  - b. Director Voboril acknowledged 4 members presence, with Raker being absent.
  - c. Agenda Approval: Director Graffweg made a motion to accept the agenda with no changes. Director Tharpe seconded. All in favor, motion carried.
2. **Public Comment Non-Agenda Items :** None
3. **Public Comment Agenda Items:** None at this time.
4. **July 26, 2022 Meeting Minutes:** Director Graffweg clarified that in Agenda item #21, that he wasn't served a restraining order as he may have stated. He was told by the deputies that agents at 198 Main St. would issue a restraining order if he didn't stop going on that property. Director Graffweg made a motion to accept the minutes with the above-mentioned amendments. Director Green seconded the motion. All in favor, motion carried.
5. **July 2022 Financials:** GM Cox pointed out that the water income for August was down this year compared to last year due to the low airport activity, the lack of hydrant meter rentals and late returns of snowbirds. A Midyear budget adjustment will be necessary. This year's mild fire season is worrisome for the budget. We need to get away from Out of County reimbursements being a factor for covering Operational Expenses annually. After a brief discussion, Director Graffweg made a motion to accept the financials. Director Green seconded the motion. All in favor, motion carried.
6. **General Manager's Report: by Adam Cox**
  - Thanked the staff of all the work on data gathering for all the projects.

- The Water and Sewer rate study draft is complete. Should be ready to adopt by October. The 6000 base gallons is almost double what other districts allow. Reserves need to be built up so that the district never is a position that Greenville is in. They lost 70% of their customers. No funding help out there. We need a year's worth of Operation Expenses in reserves.
- The OPEB Actuarial Study should be complete within 2 months
- Strategic Planning workshop to be scheduled for a Tuesday in October.

**7. EMS/Chief Report: by Joe Waterman (Exhibit A)**

- Sept. 14 pump testing on all but the Type 3 engine
- Drill is 2 nights per month. Had 2 new prospective volunteers but they since have elected to drop out. Possible Auxiliary positions a better fit.
- Had a walk through at Collins Pine regarding the Fire Brigade. Updating our Collins Pre-plans
- Firewise Committee meetings are happening regarding grants and cost sharing. Committee member, Darrah Hopper, explained that they have posters around town and have been going door to door.
- Basin Chiefs meetings are happening. (3 Chiefs in basin) Peninsula Fire received a grant for a emergency broadcast system, different from their siren they currently have. Talks of pooling volunteers. Currently have 3 in Chester. Entered in to talks with High School regarding a cadet program.
- Response time average of 5:40 is from point of the dispatch. Daytime they have 1 minute to get in response vehicle, and nighttime they have 3 minutes.

**8. Local Union Representatives:**

- a. **Local 5317/Chester Professional Firefighter's Association (CFD Safety)** no comments
- b. **Local 39/ Stationary Engineers (CPUD Misc.)** no comments.

**9. Finance Committee:** Director Green stated that they met earlier this day and discussed with GM Cox investment opportunities. LAIF was an option. Now CLASS invests for a Special Districts with better interest rates. GM Cox stated that there is one (1) day liquidity. There are 2 Fund Options to invest in, Advanced and Prime. Director Green stated that the CLASS investments program meets our investments guidelines. (Discussion resumes in Agenda #10)

**10. CLASS Resolution #425:** GM Cox asked for a formal vote to proceed with CLASS as an investment option. Director Voboril stated that the Finance Committee recommends this option. Director Graffweg made a motion to accept Resolution #425. Director Tharpe seconded the motion. All in favor, motion carried.

**11. Plumas County Collection of Charges on Tax Roll, Resolution #2022.01:** GM Cox stated this is an annual formality for Plumas County to collect our Special

Assessment and to recoup their processing fee of \$2.50 per parcel for doing so. Director Green made a motion to accept Resolution #2022.01. Director Tharpe seconded the motion. All in favor, motion carried.

12. **Closed Session: A, B, C and D:** read verbatim by Director Voboril at 6:20pm.
13. **Reconvene:** 07:50pm
14. **Report on Closed Session:** by Director Voboril
  - a. **Initiation of Litigation:** Direction was given to management
  - b. **Existing Litigation (Balbiani vs CPUD):** A unanimous vote in open session was given to accept a settlement. The settlement details will be available to the public after the process is finalized.
  - c. **Labor Negotiations:** Direction given to management
  - d. **Employee Appointment: Chief:** A unanimous vote in open session was given to appoint Matthew Balzarini as the new Fire Chief. Start date to be announced.
15. **Correspondences:** none
16. **Comments:**
  - a. **Directors:** Director Green stated that Carl Todd has passed away. He was the first Fire Chief for Chester.
  - b. **Staff:** none
17. **Adjournment:** 8:57pm, Director Graffweg made a motion to adjourn the meeting. Director Tharpe seconded the motion. All ayes, meeting adjourned.

Cheryl E Johnson, Clerk to the Board

Approval of Minutes 