

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

**Minutes of Regular Meeting:** November 16, 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 and Blake Mathews.  
Royce Raker arrived at 3:03pm

**Directors Absent:** none

**Conference Call:** Unknown the amount of public call in.

**Guests Present:** 2

**Staff Present:** 8 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: Director Trotter made a motion to accept the agenda. Director Mathews seconded the motion. All in favor, motion carried.
2. **Public Comment, Non-Agenda Items :** None
3. **Local 39 2021-2022 Miscellaneous MOU:** Director Voboril stated that he met with Director Graffweg, Chief Layne, GM Homme and Cheryl. He stated he wasn't ready for a vote. Chief Layne stated that there can be reopeners if there are still concerns. Cheryl gave a presentation on actual costs to the district as requested at a previous meeting. Local 39 Rep., Garrett Dickson, (present), stated that notice has to be given to the union to meet and confer. The Union would then have 10 days to respond to any requested changes. After more brief discussion, Director Trotter made a motion to table the MOU until Nov. 30<sup>th</sup> Special Meeting. He is requesting more actual costs; Workers Comp, retirement, payroll taxes etc. Director Raker also asked for the difference between \$14.07 and \$15.00 as an example. Director Graffweg seconded the motion. All in favor, so tabled.
4. **Meeting Minutes for Approval.**
  - a. October 19, 2021 Regular Meeting Minutes.
  - b. October 26, 2021 Special Meeting MinutesDirector Trotter asked that when someone is going to site policy at a meeting, to have said policy available at the meeting for board review in the future. Director Trotter made a motion to accept both sets of meeting minutes. Director Mathews seconded the motion. All in favor, motion carried.
5. **October 2021 Financials:** Director Voboril asked about Dave Trussell being paid on October 1<sup>st</sup> without a deposit to support it. His Fire pay hit the account in September. Lassen crew members are paid at the next payroll after deposit, Cheryl explained. He then stated that the 600-fund was in the hole 1 million, the deficit has doubled since last year. Director Trotter made a motion to accept the October 2021 Financials. Director Graffweg seconded the motion. All in favor, motion carried.
6. **Public Comment: Agenda Items:** A public member asked the General Manager what the specific issues was with the distribution system, and what will be done to prevent water contamination in the future. GM Homme stated that his response will be spelled out in his GM report, next on agenda.
7. **General Manager Report: by GM Homme**
  - Removed hazard trees at Well 2. Collins paying for half.

- Distribution issue: CPM coming 11-17-2021 to look at the valves at Well 2 and do extensive cleaning. Extreme rain looks like part of the issue. (Photos handed out): Flush out point. The stream behind Well 2. Only protection was and outside valve on Well 2, which is always closed. This rarely used, manual valve was submerged in rain water, with a possible bad seal, may have caused a suction situation, in theory. A new valve and a top-of-the-line check valve have been ordered, as suggested by CPM.
- Thank you to all that helped with the public notifications: Director Trotter, Director Graffweg and his wife, Cheryl, Kelly, the fire Department and all others.
- Homme's Landscaping Excavator was shown to Director Graffweg. By removing the cab from the one we want to order, lowers the price 14K. Director Raker asked about the lease options and if there is an hourly limit to stay within? GM Homme will look into that. The attachments are not interchangeable. The term he recommends is 5 years, can pay off sooner. Life of equipment with proper maintenance will be over 20 years. 87K for Bobcat plus price of the trailer. 60K for a new skid steer, preferable. This would meet all the needs, like digging down far to pipes. Director trotter made a motion to purchase the Bobcat for \$73087.73 plus trailer for the 5-year term. Director Mathews seconded the motion. Ayes: Trotter, Voboril, Raker and Mathews. Nay: Graffweg. Motion passes.
- Looking at changing the pay scale in the near future to help hold good employees. Director Trotter stated that maybe the job descriptions for promotions should list certifications needed. Director Mathews stated that GM Hommes proposed new pay scale saves the district 9K annually.
- 250K Fire Cd maturing. Moving to checking. May move some funds to LAIF. He will check on LAIF's risk and insured funds capabilities. Director Voboril stated that funds need to be set aside for OPEB and what hasn't been spent yet for the KBK grant. Director Trotter stated that the Finance Committee should be doing most of that leg work.
- 2 applicants for the maintenance positions took tours of the district. One of them has an AA degree.

**8. Emergency Services Report: by Chief Layne**

- Working with CPUD to help with water issues
- Balbiani off the books as off 11-15-2021.
- 198 Main to be rented Dec. 1<sup>st</sup>. Tenant doing clean up.
- No update from LAFCo regarding Ambulance Annex
- Streetlight's funding being researched
- Filing a claims resolution with OES regarding past invoices, per Einhorn as first step.
- Working with Wittman on a fee schedule to include billing for Traffic Collisions and Fire responses, etc. based on OES rates.
- Working with Seneca still on a transfer program.
- Can't give a timeline on when tasks regarding Plumas County can be completed.
- Response's report given

**9. Local Union Reps:**

**a. Local 5317: none**

**b. Local 39: none**

GM Homme stated he wis ready to work with Chief Layne to negotiate with 5317 for the betterment of the district. Chief Layne agreed.

**10. Finance Committee Report:**

**a.** Director Voboril recommended the edited draft of Policy #3045, Interfund Loans and Res. #420. Director Trotter made a motion to adopt Policy#3045 by Res. #420. Director Raker seconded the motion. All in favor, motion carried.

**b.** No discussion or action for the Line of Credit

**11. Personnel Committee Report:** Director Graffweg stated nothing to report

12. **Appoint 2 Board Members:** By email, Sheri Thrall and the Plumas County Board of Supervisors appointed Steve Voboril and Steve Graffweg. They both accepted. Director Voboril asked to fly for the 2 other vacancies again.
13. **Closed Session:** *read verbatim by Director Voboril:* **Personnel: Gov. Code Section 54957: Public Employee Evaluation: General Manager. 4:44pm**
14. **Reconvene:** 5:45pm
15. **Report on Closed Session:** Director Voboril stated that they gave management a staffing assignment.
16. **Correspondence:** Cheryl stated that 700 Forms will be due for the exiting board members as well as the newly appointed.
17. **Comments:**
  - a. Directors. Director Voboril wants a Special Meeting on Nov. 30<sup>th</sup>. To review board vacancy applicants. Can appoint December 3<sup>rd</sup> at the earliest.  
Director Trotter said he has enjoyed his time on the board and will still be available if help is needed.
  - b. Staff: None.
18. **Adjournment:** Director Trotter made motion to adjourn the meeting at 5:54pm. Director Mathews seconded. All in favor, meeting adjourned.

Clerk to the Board, Cheryl Johnson

Approval of Minutes SA [Signature]