

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

Minutes of Regular Meeting: April 16, 2019 at 3:00pm. Located in the Chester Public Utility District conference room: 251 Chester Airport Road.

Directors Present: Stephen Voboril, Ben Thompson, and Steve Trotter.

Directors Absent: Vacancy x 2

Guests Present: 1 including Joe Waterman; Chester Progressive Rep.

Staff Present: 10 CPUD/CFD employees and volunteers.

1. **Call to Order:** Director Thompson called the meeting to order at 3:00pm.
 - A. Director Thompson led the Pledge of Allegiance.
 - B. Agenda Approval: No changes, all ayes.
2. **Closed Session:** Personnel Section 54957, 3:02pm
3. **Reconvene:** 3:17pm
4. **Report on Closed:** Director Thompson reported that this was information only, no action at this time.
5. **Board Vacancy/ies: Possible Appointments:** GM Motzkus stated that he has contacted the 3 people who had previously submitted letters of interest. One is a Chester Fire Volunteer now, the second one has stated he no longer has interest in becoming a board member and the third is still interested. He has received more letters if interest since the vacancies were posted. Director Voboril asked for GM Motzkus to schedule interviews. The Personnel Committee will be doing the interviewing and will make recommendations to the Board at the next Regular Board Meeting.
6. **Elect Board Officers:** Tabled, as no one new was appointed.
7. **Public Comment Non-Agenda Items:** A public member stated that he would like to know the out come of the investigation status. He also wanted it stated that he resigned from the District, he did not retire. GM Motzkus replied that he would call him when he had answers.
8. **Approval of March 19, 2019 Regular Meeting Minutes:** Director Trotter made note to a word error in item #17. Director Trotter made a motion to accept the minutes. Director Voboril seconded the motion. All in favor, motion carried.
9. **Approval of March 2019 Financials:** Directors Trotter and Voboril questioned a few checks that were processed. This topic was tabled, as formal Financials from the CPA were not available.
10. **General Manager's Report: by Frank Motzkus:**
(Exhibit A)
 - Need to get with personnel committee to discuss the Fire Chief position.
 - Risk Management Plan is progressing.
 - Working with Pace Engineering to update the Cease and Desist order.
 - Sierra Controls has been working with Clint and staff with the Computer Upgrade to the SCADA System.
 - Still no word regarding Collection System Grant.

- Working with Interwest Ins., Cody West, regarding potential lower Workers Comp Cost. Possibly complete by June.
- Jay Langer with Eco Green Solutions, inspected the facilities' lighting for the LED light exchange program. Frank will give the Board the proposal for potential approval when it's completed.
- Watershed group to meet May 3rd, PCSDA meet May 8th and CPUD Office will be closed 4-19-19.

11. Chief's Report: presented by Chief Brian Layne:

(Exhibit H)

- 7222 in Susanville with mechanical issues getting resolved. 7251 is in process of pump testing.
- VFA Grant has been awarded. New Wildland PPE is on back order. The next VFA Grant is open. We will be requesting Handheld radios.
- The new Nor-Cal EMS Boundaries have been set. New boundary maps will be sent to the dispatch centers.
- The Cal-Fire Rental Contract is on hold. Contractor issues.
- Payment for Wildland Fire invoices are coming in. \$4.7 million is still outstanding.

12. Public Comment agenda items: none

13. Fire Wise Committee Update: presented by, Karen Lichti: (Exhibit C)

- Firewise community meeting 4-16-19 at 6pm (tonight) Defensible Space
- Bake sale April 28th at Holiday Market from 1100 to 1300.
- May 4th is Wildfire Community Preparedness Day. 9am at CFD, then go to clear 2 elderly residents' properties of flammable debris. CHS Senior's will be helping as well. Lunch provided. Please RSVP.
- May 14th will be the last meeting: Evacuation and Communication plans.

14. Committee Formations: Tabled. Revisited after #15 discussions. Director Trotter made a motion to dissolve the current Investment Committee. Director Voboril seconded the motion. All in favor, motion carried. Director Trotter made a motion to create a standing Finance Committee, consisting of Steve Voboril and Steve Trotter. Director Voboril agreed to be a part of the committee and seconded the motion. All in favor, motion carried.

15. FY 2019-2020 Budget: Operations and Maintenance: GM Motzkus stated that the O&M was auto calculated by 3%. Page #1 has the totals listed. He needs Board approval to add the water 3% CPI to the budget. He would not pursue the increase formally without the Board's approval, he assured them. Director commented that it may be a good idea, to keep up and raise water rates slowly. GM Motzkus explained that grants are unobtainable, as we would have to raise water rates to \$38.00 or more to qualify. Director Trotter wants a committee formed to help with finance projects. #14 revisited.

16. Policy #3040, District Vehicle Use: GM Motzkus stated that the suggested changes to the Policy were highlighted. Director Trotter wanted to add "any" injury, rather than "airbag deployment" only to receive the drug tests should an accident occur. He would also like the vehicle inspections to happen "annually". Director Voboril would like to see the final Policy once approved. GM Motzkus will make the suggested changes. No action.

17. Streetlight costs to the District: GM Motzkus stated that we have received notification that we will no longer be getting the 25% by annually from Plumas County for the streetlight billing beginning FY 19-20. He mentioned that maybe the finance committee can come up with a solution. He stated that this topic would not be able to get on the ballot in time. No action.

18. **Correspondence:** none

19. **Comments:**

- **Staff:** none
- **Directors:** Director Trotter would like to meet to go through the budget soon. He would also like to see the CPUD field guys look more professional when reading meters. He also asked if they were CPR and First Aid trained, and to see if we can get some defibrillators in those vehicles. A public member stated the EMCC may have funding available. GM Motzkus will look into this.

Director Thompson adjourned the meeting at 4:15pm.

Cheryl E. Johnson, Clerk to the Board

Approval of Minutes 