

# CPUD Chester Public Utility District

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Chester Public Utility District

## AGENDA

### Regular Meeting

February 27, 2024 05:30 PM

251 Chester Airport Rd, Chester, CA 96020

<https://chesterpud.org>

### Board of Directors

Stephen Graffweg • Kimberly Green • Arthur Tharpe • Stephen Voboril • Royce Raker

## RULES AND PROCEDURES OF THIS BOARD

### Public Comment: Non-Agenda Items

The board cannot take action on comments regarding non-agenda items. We do, however, value public input and will consider comments for future action. **Comments on non-agenda items are not accepted at special meetings.**

### Public Comment: Agenda Items

The chairperson or presiding officer shall have the exclusive authority to recognize speakers from the public during the point of discussion and before is taken for each agenda item within the agenda. Although there is no time limit, comments are respectfully requested to be within 3 minutes per speaker per agenda item.

## REASONABLE ACCOMMODATIONS

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting please contact Cheryl Johnson at (530) 258-2171. Notification prior to the meeting will enable the Chester Public Utility District to make reasonable arrangements to ensure accessibility.

### 1. Call to Order

A. Pledge of Allegiance

B. Roll Call

### 2. Agenda Approval

Discussion  Possible Action  [Comment](#)

### 3. Public Comments

Discussion  [Comment](#)

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comments are respectfully requested to be within 3 minutes per speaker per agenda item. Public members are to address the board from the podium, when recognized, and introduce themselves if they so please.

**4. Approval of Meeting Minutes**

Discussion  Possible Action  [Comment](#)

January 23, 2024 Regular Meeting

**5. Approve Financials**

Discussion  Possible Action  [Comment](#)

January 2024 Financials

**6. General Manager Report: Adam Cox**

Discussion  [Comment](#)

The GM will give a report on items such as PRA requests, fire department insurance, Measures B and C education, OPEBs, and other operations.

**7. Fire Chief Report: Matthew Balzarini**

Discussion  [Comment](#)

**8. Utility Operations Manager: Allan Homme**

Discussion  [Comment](#)

**9. Consider Establishment of Tax Measure Oversight Committee**

Discussion  Possible Action  [Comment](#)

The Board should consider the establishment of a Tax Measure Oversight Committee in the event that one of the measures on the May 7 ballot is approved by voters.

**10. Establish the Position of Lieutenant**

Discussion  Possible Action  [Comment](#) [View Item](#)

The Board should consider establishing and approving a job description for the position of Lieutenant. This will be the sole full-time position in the Fire Department until the results of the May 7 special election are known. This position will be responsible for maintaining equipment, working with the Fire Chief to plan for the future of the department, and carrying out emergency response. The cost of this position (\$91,485 on an annual basis) is already included in the Board-approved appropriation for the Fire Department in the 2023-24 budget.

**11. Approve the Addition of One Maintenance Work/Meter Reader**

Discussion  Possible Action  [Comment](#)

The Utilities Department has worked for a number of years with its current staff size of 3, which includes the department head. As CPUD's water and sewer systems age they require more attention. Additionally a number of deferred projects have been unable to be completed due to this staffing configuration. The addition of one Maintenance Worker/Meter Reader will allow tasks to be completed timely and give the department the breathing room it needs to plan for several large

upcoming grant-funded projects. The total cost (pay and benefits) of this position is a maximum of \$81,600.46 at the highest end of the pay scale. This position will be funded 70% from the sewer fund and 30% from the water fund based on expected work duties. Cost savings from unspent budgeted funds will cover the cost of this position.

**12. Update from Finance Committee**

Discussion  [Comment](#)

**13. Update from Board Policy Ad Hoc Committee**

Discussion  [Comment](#)

**14. Local Union Representatives**

Discussion  [Comment](#)

A. Local 5317 / Chester Professional Firefighter's Association (CFD Safety)

B. Local 39 / Stationary Engineers (CPUD Misc.)

**15. Correspondence**

Discussion  [Comment](#)

**16. Public Comment: Non Agenda Items**

Discussion  [Comment](#)

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**17. Closed Session**

A. Public Employee Discipline/Dismissal/Release

Closed Session pursuant to Government Code Section 54957 – Public Employee Discipline/Dismissal/Release

B. Labor Negotiations Pursuant to Government Code Section 54957.6

Conference with Labor Negotiators -

i. IAFF Local 5317 - Agency Negotiator: General Manager Adam Cox

C. Litigation - Anticipated Litigation (Significant Exposure to Litigation)

Conference with Legal Counsel - Anticipated Litigation Pursuant to Gov. Code Section 54956.9 (d)(2) or (3) - 1 potential case

**18. Reconvene and Report on Closed Session**

Discussion  Possible Action  [Comment](#)

**19. Comments**

Discussion  [Comment](#)

Directors

Staff

## 20. Adjournment

## **Posted 2:45 pm on February 23, 2024**

This agenda was posted on the front window of the office of the Chester Public Utility District located at 251 Chester Airport Rd., Chester California, at the Chester Post Office, Plumas Sun and at Chesterpud.org by February 23, 2024 2:45 pm by Cheryl Johnson, CPUD Clerk to the Board