

# CPUD Chester Public Utility District

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Chester Public Utility District  
Minutes  
Regular Meeting  
February 27, 2024 05:30 PM  
251 Chester Airport Rd, Chester, CA 96020  
<https://chesterpud.org>

## 1. Call to Order

The meeting was called to order at 5:30 pm by Kimberly Green.

Director Raker arrives at 5:40pm.

### A. Pledge of Allegiance

Lead by Stephen Voboril

### B. Roll Call

Present: Stephen Graffweg, Kimberly Green, Arthur Tharpe, Stephen Voboril, Royce Raker

Staff Present: various.

## 2. Agenda Approval

No discussion.

Stephen Graffweg motioned to approve. A second was made by Arthur Tharpe.

The motion passed with the following vote:

5 In Favor    \_\_\_ Opposed  
\_\_\_ Abstained    \_\_\_ Absent

## 3. Public Comments

## 4. Approval of Meeting Minutes

No Discussion.

Stephen Graffweg motioned to approve. A second was made by Arthur Tharpe.

The motion passed with the following vote:

5 In Favor    \_\_\_ Opposed  
\_\_\_ Abstained    \_\_\_ Absent

## 5. Approve Financials

GM Cox stated the following: The Water Fund is in the Black.

Big repairs coming to Well 3.

Prefunding OPEB saves 5%. We pay the 5% saved to pay more towards principle/long term liability.

100K in employee payouts, as they have been resigning.

Director Green stated: "Deferred outflow" means assets paid ahead.

Stephen Voboril motioned to approve. A second was made by Arthur Tharpe.

The motion passed with the following vote:

5 **In Favor**    \_\_\_ **Opposed**  
\_\_\_ **Abstained**    \_\_\_ **Absent**

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

Underwriter reviewing Professional Liability Insurance.

Multiple lawsuit claims have costed approx. 10K so far, the deductible for each claim is 25K.

Excessive PRAs received, going through proper channels and costing the district thousands in legal fees and staff time. Civassist will have a PRA module link to submit and review all PRAs through the district's website.

March meeting will present OPEB scenarios, options and recommendations for retiree health.

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

Chief Balzarini gave Power Point on the fire department history to current status.

The truck needs tires, \$600.00 each x 6.

Lieutenant Salary (if approved later in agenda): 92K, benefits included. 4/10 schedule for now.

IAFF won't allow 1 supervisor only as membership. Lieutenant to join Local 39.

Replacement plan needed for SCBAs, as they have a life of 10 years.

4 applicants for reserve positions so far, going through live scan.

Mutual aid could end if not reciprocated.

IMT Training records review/audit went well. Chester gets 22% admin reimbursement from the IMT program.

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

UOM Homme stated: CPM will be here in 2 weeks to assess full rehab of Well 3. Will advise GM and Board of the cost by the next meeting.

Allan passed the Cross Connection test.

Wastewater 1 and 2 classes in March for Coty and Justin.

In April Allan is taking D3 Class/Test.

In April Coty is going to Expo. in Tahoe.

State mandate for areas with 1000 connections to install cross connections to protect distribution system. March meeting ordinance and policy will be presented for adoption. Title 17 being replaced.

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

GM Cox stated that the Committee would be meeting quarterly or bi-annually.

Arthur Tharpe motioned to approve. A second was made by Stephen Graffweg.

The motion passed with the following vote:

  5   **In Favor**       **Opposed**  
   **Abstained**       **Absent**

**10. Establish the Position of Lieutenant**

GM Cox: This position will be until May, possibly farther if tax measure passes.

Duties would be to build reserve program now and volunteer program after May, maintain apparatus, etc. Director Raker stated that the job description was very thorough.

Chief presented Chad Coates as the new Lieutenant with the pinning of his new badge. He has been with Chester since May 2023 and has almost completed achieving his Paramedic License.

He stated that Captain Matthew House was being laid off the next day. He appreciated his hard work ethic while he was employed.

Both fire personnel were thanked by applause.

Stephen Graffweg motioned to approve. A second was made by Stephen Voboril.

The motion passed with the following vote:

  5   **In Favor**       **Opposed**  
   **Abstained**       **Absent**

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

GM Cox stated why the need of a new hire: aging systems, big projects coming with the multi-million-dollar grants, state reporting requirements increasing, vacation coverage needs, and more people for safety when working in the roads.

Stephen Graffweg motioned to approve. A second was made by Arthur Tharpe.

The motion passed with the following vote:

  5   **In Favor**       **Opposed**  
   **Abstained**       **Absent**

**12. Update from Finance Committee**

Director Green stated the RGS study regarding payroll: not an issue.

Defining "Deferred Outflow", explained during financial discussions.

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

Director Tharpe stated he was 2/3 through the template binder. Lots of researching.

**14. Local Union Representatives**

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

none

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

none

**15. Correspondence**

Director Green read a letter to the Board from Mr. Dewitt: Water leak on Cedar needs to be a priority. GM Cox stated that the employees with the licenses to handle such repairs are aware if the issue. Don't surplus equipment. Put Graffweg concerns on agenda. Director Green stated that personnel nor closed session items will ever be discussed in open session.

Director Green read a letter to the Board from Director Graffweg: Medical after retirement needs to be on agenda. Investigation documents from Prentice. Director Green stated they are privileged until the cases are closed. Add to agenda for the Citizens Committee to be allowed to speak. Green stated they have been invited to speak at workshop etc. Call California Rural Water about our situation. Director Green stated they have nobody to send up.

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

Public Member Joe Waterman asked to be removed from the Tax Advisory Committee and to join the folks that can tell the public to vote Yes on the tax measures.

Darrah Hopper from Firewise stated that on March 8th from 10-12 they will be holding a meeting in the CPUD Conference room. Flyers available. Firewise needs volunteers.

Joe Waterman also suggested other ways for people to volunteer at the Fire Department, Prevention etc.

**17. Closed Session**

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

B. Conference with Labor Negotiators -

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

C. 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**

The board went to closed session at 7:40pm and reconvened at 8:25pm. Director Green stated all items were information only and no action was taken.

**19. Comments**

Board Clerk Johnson stated that all 700 were submitted and Plumas County has been notified.

Director Green thanked the 2 fire fighters again.

Director Green reiterated for Board members to keep up on trainings, as they are mandated.

GM Cox stated that only the board chair and vice chair district emails were active, so far.

A public member would like to see the board members have a bio on the website as well as the term dates.

## **20. Adjournment**

Director Voboril made a motion to adjourn at 8:32pm. Director Graffweg seconded the motion. All in favor, meeting adjourned.