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

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

Directors Present: Stephen Voboril, Royce Raker, and Steve Trotter.

Directors Absent: David Shawles and Ben Thompson

Guests Present: 3 including Stacy Fischer; Chester Progressive Rep. and Mr. Crans with Local 39.

Staff Present: 8 CPUD/CFD employees and volunteers.

1. Call to Order: Director Trotter called the meeting to order at 3:00pm.

A. Director Trotter led the Pledge of Allegiance.

B. Agenda Approval: Director Trotter asked that Resolution # 408 be added to #20. He also suggested that, "DRAFT" should be noted on #10, as some receivable reports did not make it in time to be added to the June financials. Director Raker made a motion to accept the agenda with the 2 listed changes. Director Voboril seconded the motion. All in favor, motion carried.

C. Director Trotter identified the Bargaining Unit Negotiators: Stationary Engineers, Local 39 representative, Anthony Crans. Safety Shop Stewards, Chadwick Walker and Matt Turner. General Manager, Frank Motzkus and Fire Chief, Brian Layne.

- **2.** Closed Session: Section54957.6(a) Labor Negotiations Exception: Safety Bargaining Unit 2019-2020 Pay Scale and MOU. Director Trotter asked all negotiating parties to closed session at 3:02pm.
- 3. Reconvene: 4:10pm
- **4. Report on Closed**: Director Trotter reported that the Safety MOU was discussed in-depth. He suggested to table the action and discuss further at a Special Meeting, potentially next week. All agreed, so tabled.
- 5. Elect Board Officers: Director Voboril nominated Director Trotter to Board Chair. There were no other nominations. Director Trotter accepted. All ayes. Director Raker nominated Director Voboril as Vice Chair. There were no other nominations. Director Voboril accepted. All ayes. Director Voboril nominated Director Raker as Treasurer. There were no other nominations. Director Raker accepted. All ayes.
- 6. Public Comment Non-Agenda Items: none
- 7. Personnel Committee update: GM Motzkus stated that they were still working on Health Benefits options. Director Voboril stated that Sweeny and Sweeny out of Chico offers Health insurance. GM Motzkus will look in to them. Director Voboril stated that PERS Health is to increase 24% very soon. FASIS is still our Worker's Compensation Provider. No Action.
- 8. Financial Committee Update: Director Voboril stated that we have almost caped out at the allotted CD's we as a District, are allowed to carry. Director Trotter stated that we need to be looking at other investment options. GM Motzkus stated that he received some OPEB information from PERS, and that maybe we can afford to put in to it currently. Director Trotter warned of restricting too many funds. No action.
- 9. Approval of June18, 2019 Regular Meeting Minutes: Director Voboril made a motion to accept the minutes. Director Raker seconded the motion. All in favor, motion carried.

10. Approval of June 2019 "DRAFT" Financials: GM Motzkus stated that there were a few agencies that didn't get us the Account Receivables information in time to add them to the Financials. Director Trotter moved to table the June 2019 financials until they are whole. All agreed, so tabled.

## 11. General Manager's Report: by Frank Motzkus: (Exhibit A)

- Personnel Committee needs to meet to discuss Fire Chief Position
- Risk management Plan has been accepted by Plumas County Environmental Health.
- Kahlen Group and Spatial Wave will have a kick off meeting 8-7-19. Director Trotter would like to attend.
- PCSDA Ethics Training August 21<sup>st</sup>. Let Cheryl know for RSVP purpose. So far, Trotter only.
- Joe Waterman will be working with GM Motzkus regarding the Solid Waste agreement.
- Clint Tissot has decided to pursue his Tree Falling business. He will be working 20-hour weeks until Allan Homme is ready to take over the Lean Supervisor tasks.
- No word from Central Valley regarding the cease and desist.
- 18-19 Final Audit is complete and will be on the next agenda.

# 12. Chief's Report: by Chief Brian Layne: (Exhibit B)

- 7222 back in service. 7221 in Redding for radiator repairs
- The tractor is ready for pick up.
- CICCS Peer review went well, only one didn't pass.
- 2019 Salary Survey is complete and made the deadline of July 1st.
- Medic Brian Harris is back to work, full duty.
- Cal-Fire is now renting form us as of July 6th. Max of 4 folks daily. Living adjustments are still being made.
- \$677.00 in misc, monies received.

#### 13. Public Comment agenda items:

A public member stated that if the water rates are going up because of the street light bill coming from that account, he doesn't think that is right, and that bill should be coming from the contingency fund. He also stated that GM Motzkus stated in the paper that the water account was in the black. This member wanted it noted that he also submitted a letter of protest regarding the water rate increase. Director Trotter thanked him for his comments. No further discussion, and no action.

### 14. Fire Wise Committee Update: presented by, Karen Lichti.

- If you have done yard clean up or have paid to have your trees trimmed etc., please fill out the Fire Wise form. To keep Chester a Fire Wise community, those forms are important.
- The committee will go to homes for free and do an inspection, and give advice regarding fire protection.
- Director Raker asked how those services are being advertised, as he hasn't seen anything. Lichti replied, newspaper articles, posters, website, and Facebook.
- She also mentioned that letters from the Fire Wise Committee has helped people keep their home insurance. No action.
- 15. Mountain Water Resource Association Membership: GM Motzkus stated that the membership fee would be \$5094.00 per year. After a brief discussion, Director Voboril made a motion to not join this membership at this time. Director Raker seconded the motion. All in favor, motion carried.

- 16. Repeal Peace Officer Resolution # 359. Chief Layne explained that this is only a title, not a paid position. Director Trotter would like this item to be reviewed by the Personnel Committee. After a brief discussion, Director Voboril made a motion to repeal the Resolution and Peace Officer Title. Director Raker seconded the motion to repeal. All in favor, Resolution #359 is repealed.
- 17. Public Hearing: Water Rate Increase, Resolution # 407. Director Trotter opened the Public Hearing at 4:45pm. GM Motzkus explained the need for the increase as having no reserves in the water account and to keep up with the CPI. The increase is for the base rate only, not for the usage amount billed. To increase usage fees, engineering studies would have to be done. Director Trotter reminded all that the board declined the CPI increase last year. With no other discussion, Director Trotter closed the public hearing at 4:49pm. Director Raker made a motion to approve Resolution #407, 3% Water Base Rate increase. Director Voboril seconded the motion. Director Trotter, aye. Director Raker, aye. Director Voboril nay. 2 to 1, motion passes.
- 18. Public Hearing: FY 2019-2020 Budget: Director Trotter opened the Public Hearing at 4:51pm. GM Motzkus stated that the budget shows the streetlights to be paid from the 500 account. He reiterated that the 500-account can't be relied on forever. He has been meeting with the Finance Committee regarding revenue options. Director Trotter stated that the Budget is a moving Document. Director Trotter asked about the Bay Drain Project. GM Motzkus stated that it will be a project over many years. Bids have already come in informally just to ballpark the expense. He also mentioned the office computers getting replaced do to lack of compatibility with programs etc. Director Raker advised against going "to the cloud". He referenced the poor experience Seneca Hospital encountered. Director Trotter mentioned the expense of Turnouts being on the budget for \$6000.00. With no further discussion, Director Trotter closed the Public hearing at 5:02pm. Director Raker made a motion to accept the 2019-2020 Fiscal Year Budget. Director Voboril seconded the motion. Directors Trotter, Voboril and Raker, ayes. 3 to 0, motion passes.
- 19. Policy #3040, District Vehicle Use: Acknowledging the previously requested changes, Director Trotter made a motion to accept Policy #3040. Director Voboril seconded the motion. All in favor, motion carried.
- 20. 2019-2020 Salary Survey, Resolution #408: Clerk to the Board, Cheryl Johnson explained that this was an annual formality to receive our administrative rate within the CFAA agreement. Director Raker made a motion to accept Resolution #408, 2019-2020 Salary Survey. Director Voboril seconded the motion. All in favor, motion carried.
- 21. Plumas County Resolution #2019-001: Collection of Direct Charges on the Tax Roll: Clerk Johnson explained this is also an annual formality. This resolution allows Plumas County to collect the \$95.00 improved and \$75.00 unimproved parcel assessment with a \$2.50 per parcel collection fee. Director Raker made a motion to accept PC Resolution # 2019-001. Director Voboril seconded the motion. All in favor, motion carried.
- 22. Correspondence: none
- 23. Comments:
- Staff: none
- **Directors**: Director Trotter mentioned that the delivery of the board packets needs to be addressed. GM Motzkus stated he will look in to it. Also, the answering machine still says ANDY and JOE. Cheryl will look into fixing the answering machine greeting.

Director Trotter adjourned the meeting at 5:13pm.

Cheryl E. Johnson, Clerk to the Board

Approval of Minutes / /2 ]