

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

**Minutes of Regular Meeting:** December 13, 2022 at 5:30pm. Located in the Chester Public Utility District conference room: 251 Chester Airport Road.

**Directors Present:** Steve Graffweg, Royce Raker, Art Tharpe and Steve Voboril, and Kim Green.

**Directors Absent:** none

**Guests Present:** 0

**Staff Present:** 4

1. **Call to Order:** Director Voboril called the meeting to order at 5:30pm.
  - a. Director Voboril led the Pledge of Allegiance.
  - b. Director Voboril acknowledged all 5 members in attendance.
  - c. Agenda Approval: Director Raker made a motion to accept the agenda with no changes. Director Green seconded. All in favor, motion carried.
2. **Public Comment Agenda Items:** none.
3. **October 25, 2022 Regular Meeting Minutes and November 8, 2022 Special Meeting/Workshop:** Director Tharpe made a motion to accept both sets of minutes as written. Director Graffweg seconded the motion. All in favor, minutes approved.
4. **October 2022 Financials:** GM Cox walked through the financials while it was displayed on the big screen:
  - Cash is holding.
  - CLASS investments were a smart move, interest is doing very well.
  - Fund 100: Streetlights: normal activity
  - Fund 200: Water: Other income and wages are higher than originally expected due to CPUD staff helping in Indian Valley CSD.

A mid-year Budget adjustment will be scheduled for January or February's meeting.

All if the budgeted 100K for Capitol Expenses will not be spent.
  - Fund 300: Sewer: Reserves continue to build for future large projects or Natural Disaster relief.
  - Funds 400-600: Fire and Ambulance: The recovery of the USFS past years revenue due to us, is looking dim. This is due to misinterpretations of the CFAA agreement and the local agreement we have had with the USFS and OES since 2017.

We are looking forward though with Chief Balzarini meeting with OES Officials and getting us dialed in with the IMT program, to avoid any more Out of County reimbursement issues.

Staffing costs are higher as we have had resignations and illnesses and with this, we are paying Double Time for December's overtime and are paying a hire Per Diem rate to acquire qualified help: All this to keep the ambulance staffed and the district covered.

Director Graffweg and Director Green expressed their concerns regarding some of the large payroll. GM Cox assured them that the pay is verified and just, and that pay details are not privy to the board.

Director Tharpe reiterated that the board can not micromanage and that the board's role is strictly oversight.

- Director Green made a motion to accept the October 2022 Financials. Director Tharpe seconded the motion. All in favor, motion carried.

#### **5. General Manager's Report: by Adam Cox**

- Many personnel issues
- Strategic Planning follow up workshop to happen in January or February
- Special Meeting next week for Closed Session: PG&E Litigation
- January's meeting should have OPEB and Rate Study presentations
- Ambulance and Fire Annexation, meeting with Consultant this Thursday

#### **6. Fire Chief Report: by Matthew Balzarini (Exhibit A-D)**

- Power Point Presentation and Report: (Exhibit A&B)
  - Attending many meetings, SIFC, OES, Rec and Park etc.
  - Shift and Vacation Bids completed
  - Many memos going out, due to the lack of policy.
  - Job Announcements
  - Created a work flow/projects process, interrupted by illness and resignations.
  - Community events attended: Merchant Trick or Treat and Homecoming Bon-Fire.
  - Interviewing Candidates
  - Received the 25 bottles and 11 packs of SCBAs
  - 7252 out of service, at Susanville Ford. A mobile mechanic came up and evaluated all the rigs. He will do a lot of the repairs/maintenance for a fair price.
  - There is a Grant for a new ambulance, but the wait is 5 years.
  - Snow removal and Facility Inspections ongoing
- Calls for Service Report October and November (Exhibit C)
  - Asked the board to note the times committed on some of the calls.
- Volunteer Corner Handout (Exhibit D)
  - This article explains the recruitment crisis for volunteers in the fire service. Staffing issues are not just a local problem, hiring and retaining employees is everywhere.

7. **Local Union Representatives:**  
a. **Local 5317/Chester Professional Firefighter's Association (CFD Safety)** no comments  
b. **Local 39/ Stationary Engineers (CPUD Misc.)** no comments.
8. **Public Comment Non-Agenda Items:** none.
9. **Closed Session: A and B:** read verbatim by Director Voboril at 6:30pm.
10. **Reconvene:** 07:46pm.
11. **Report on Closed Session:** by Director Voboril  
a. **Labor Negotiations:** discussion with direction given to management.  
b. **Public Employee Discipline etc.:** discussion with direction given to management.
12. **Correspondences:** none.
13. **Comments:**  
a. **Directors:**  
Director Graffweg would like to know the GM and Chief schedules and have updates sent to BOD more often.  
Director Tharpe stated that the red light at 198 Main is still on representing that as a fire station. Chief Balzarini will handle.  
Director Green asked if our Fire Department did fundraisers. Chief Balzarini will get with the Volunteer Association rep. to see if anything is in the works.  
Director Green asked how the rental to USFS was coming along. Chief Balzarini will make another follow up call. Last he heard is that the letter he provided with a deadline to respond was moving up the USFS chain.  
GM Cox stated that Kelly had contacted PG&E to see if they needed to rent space from us again for their Emergency Response motorhome.
- b. **Staff:** None.
14. **Adjournment:** 7:57pm, Director Tharpe made a motion to adjourn the meeting. Director Graffweg seconded the motion. All ayes, meeting adjourned.

Cheryl E Johnson, Clerk to the Board

Approval of Minutes *De Vito*