

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

Minutes of Regular Meeting: September 27, 2022 at 5:30pm. Located in the Chester Public Utility District conference room: 251 Chester Airport Road.

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

Directors Absent: none

Guests Present: 6

Staff Present: 5

1. **Call to Order:** Director Voboril called the meeting to order at 5:35pm.
 - a. Director Voboril led the Pledge of Allegiance.
 - b. Director Voboril acknowledged all 5 members in attendance
 - c. Agenda Approval: Director Green made a motion to accept the agenda with no changes. Director Graffweg seconded. All in favor, motion carried.

2. **Public Comment Non-Agenda Items :** None

3. **Public Comment Agenda Items:** None currently.

4. **August 30, 2022 Meeting Minutes:** Director Green made a motion to accept the minutes. Director Graffweg seconded the motion. Ayes: Graffweg, Green, Tharpe and Voboril. Abstain: Raker. Motion passes, minutes approved.

5. **August 2022 Financials:**
 - GM Cox stated that he and Cheryl will be working with the Finance Committee regarding moving district funds into more lucrative accounts.
 - The new CLASS account had 500K of Sewer fund 300 monies invested in the Prime Fund. It has already earned over \$300.00.
 - 240K in Fire receivables has been invoiced so far, much more pending in the process on Cheryl's desk.
 - The CD that is maturing in November will also be moved to the CLASS account.
 - A budget amendment will need to be made in December for wages regarding the Local 39 members helping in Indian Valley, (Greenville) resulting in more overtime than originally planned for. Thank you to Lead Supervisor Allan for all the help with IVCSD. A public member asked how long CPUD will be needed in Greenville and another asked about

reimbursement for CPUD equipment going to Greenville. GM Cox is hopeful that January 1 he will have sufficient staffing in Greenville. He will get with Allan to discuss the equipment and do a true-up and the end of the project for an appropriate figure.

- Director Raker asked what was the check written to; Raven-light Entertainment. GM Cox stated that was the company that did the conference room tech upgrades.
- Director Graffweg made a motion to accept the August 2022 Financials. Director Green seconded the motion. All in favor, motion carried.

6. General Manager's Report: by Adam Cox

- Thanked the CPUD crew again for their help in the IVCS.
- Recognize Joe Waterman for stepping back into the Chief position when the district was in need. This is his last board meeting as the Chief.
- The water and waste water rate studies are complete. This will be on agenda for the October meeting. Looks like sewer will not need an increase. Water increase will be proposed as well as a modification to the gallons included in the base rate. The proposition 218 process will be followed.
- OPEB Study regarding Cal PERS Unfunded Accrued Liability is complete. If we pay this down at certain times of the year, we may get it paid off sooner. The Retiree Health portion of the study should be complete very soon. Hoping to place this on the October meeting as well.

7. EMS/Chief Report: by Joe Waterman (Exhibit A)

- An Engine was deployed to the Mosquito fire. We had a few crew rotations on the engine so all the paid staff had a chance to go out. Also, some Per Diem and volunteers were used.
- 13 Support Division employees were deployed to various incidents. Some had orders canceled as that Forest would not allow Portal to Portal pay. (Pay for 24 hours rather than 16 hours for the day). California Fires will pay per CFAA, portal to portal.
- Staying on to help with the Support Division Program.
- Collins Pine's new Fire Brigade put out a fire at the mill recently.
- Our ambulance boundary was adjusted for us not to go to Lassen Park, but then we did get called to respond there today, will follow up to make sure that gets fixed for the future.
- Firewise has met the threshold to equate hour to dollars.
- Jaws to be surplus to Lassen College as a donation, with board's approval on a future agenda.
- We are currently billing for ambulance services under the new rates.
- Thanked the board for everything during his stint a Chief.
- Director Raker asked if this fire season was light in activity. He stated, yes. The previous 3 years have been crazy active. He predicts a late active fire season this fall.

- He stated that the fire response report was not included in his original report, he apologized.

8. Local Union Representatives:

a. Local 5317/Chester Professional Firefighter's Association (CFD Safety) no comments

b. Local 39/ Stationary Engineers (CPUD Misc.) no comments.

9. Sophia R. Meyer Law P.C. Labor Negotiator Appointment: GM Cox explained that Ms. Meyer has been our negotiator when she was with our district's legal team, Prentice Long PC. He strongly recommends that we have Ms. Meyer stay on as our Negotiator as well as to help with any Human Resources/Personnel issues. The rate for services will be the same that we have with Prentice Long. Director Raker made a motion to appoint Sophia R. Meyer Law P.C. as stated above. Director Tharpe seconded the motion. All in favor, motion carried.

10. District Organizational Chart: GM Cox stated that the chart shows hierarchy. That there is no intention on filling all the vacant positions. The new positions were built, depending on the MOU approval later on agenda, to give the employees a ladder to climb and to incorporate education incentives. The Division Chief Job Description has not been built yet. Informational only.

11. Services Contract Between CPUD and IVCS: GM Cox stated that CPUD is reimbursed for a fully burdened wages and time and a half plus a 10% admin fee. The CPUD employees are paid at their overtime rate.

A public member asked if there was a licensed person in Greenville for water and waste water besides Allan. GM Cox confirmed that there is. Director Voboril stated that the Equipment reimbursement language be added. Director Green made a motion to accept the agreement with the Equipment Language amendment. Director Tharpe seconded the motion. All in favor, motion carried.

12. Local 39 and CPUD Side Letter: GM Cox stated that this agreement is temporary and to be revisited on January 1. This side letter has been agreed on by the bargaining unit and the management. Director Green made a motion to approve the side letter. Director Tharpe seconded the motion. All in favor, motion carried.

13. Closed Session: A, B, and C: read verbatim by Director Voboril at 6:25pm.

14. Reconvene: 08:20pm

15. Report on Closed Session: by Director Voboril

a. Initiation of Litigation: nothing to report

b. Public Employee Performance Evaluation: General Manager: an evaluation was made.

c. Labor Negotiations 5317 and 39: Information was received.

16. Sectaris Partners, General Manager Duties Contract for Services: GM Cox stated that the only changes from the original contract: Exhibit A: \$7500.00 per month and an average of 25 hours per week ending September 2023. Director Tharpe made a motion to accept the Contract as presented. Director Green seconded the motion. All in favor, motion carried.

17. Local 39 MOU, Job Classifications, and Employee Reclassifications: GM Cox stated that the only change discussed was that within the Operator 1 position that the driver's license should only be a Class C, not Class A and a few typos withing the MOU. Director Green made a motion to accept the MOU with the above-mentioned amendments. Director Raker seconded the motion. All in favor, motion carried.

18. Correspondences: none

19. Comments:

a. **Directors:** none

b. **Staff:** Clerk to the Board Cheryl Johnson asked that when a board member "clarifies" a statement made at a previous meeting, that the minutes from the previous meeting are not to be amended. GM Cox reiterated that the statement was in fact made, and that the "intent" of a statement is not relevant and the minutes should not be amended.

20. Adjournment: 8:32pm, Director Tharpe made a motion to adjourn the meeting. Director Raker seconded the motion. All ayes, meeting adjourned.

Cheryl E Johnson, Clerk to the Board

Approval of Minutes 