

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

**Minutes of Regular Meeting:** October 15, 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 (Vacancy)

**Guests Present:** 3 including Stacy Fischer; Chester Progressive Rep.

**Staff Present:** 9 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 Raker made a motion to accept the agenda as written.

Director Voboril seconded the motion. All in favor, motion carried.

2. **Closed Session:** Personnel (section 54957) @3:04pm

3. **Reconvene:** @3:27pm

4. **Report on Closed:** Director Trotter reported there was no action. Discussion only regarding Golden Handshake opportunities. This will be discussed further on Agenda Item #13.

5. **Public Comment Non-Agenda Items:** none

6. **Financial Committee Update:** Director Trotter stated that they met and discussed the upcoming 12-month CD that is Maturing and met with the CERBT PERS representative. GM Motzkus is waiting to hear from Manager Tracey Smith at Plumas Bank regarding an 18-month term rate. The CERBT Funding Program for Retiree Benefits will be discussed on Agenda Item #17.

7. **Approval of September 17, 2019 Regular Meeting Minutes:** With no discussion, Director Raker made a motion to accept the minutes as written. Director Voboril seconded the motion. All in favor, motion carried.

8. **Approval of August 2019 and September 2019 Financials:** After a brief discussion regarding grant income, receivables, expenses, and the missing Wittman information, Director Raker made a motion to accept the August 2019 Financials. Director Voboril seconded the motion. All in favor, motion carried. Director Voboril made a motion to table the September 2019 Financials until next regular meeting as they are missing Ambulance Receivables due to the meeting falling so early in the month. Director Raker seconded the motion. All in favor, so tabled.

9. **General Manager's Report: Frank Motzkus:**  
(Exhibit A)

- We have received the first grant payment from the State Water Resources Control Board for the collection system planning project. The second check request should be received very soon for the amount of 16K. They have to get approval from their Board to cut the checks, hence the delayed payments.
- No word from the Central Valley Regional Water Quality Board or PACE Engineering regarding Cease and Desist order.
- October 8<sup>th</sup> was a meeting with the Finance Committee. (see agenda item #6)
- The PG&E loan program has been signed to replace lights to LED. EcoGreen has replaced a few for an October 9<sup>th</sup> demonstration. If acceptable, all lights will be

replaced at the Lab and the CPUD/CFD Facility. Should take less than 3 days to complete.

- Research is completed regarding new employee health coverage benefits. It would cost the district 18K more per year for better coverage.
- Christian Mello with George Peterson Insurance is looking at better Liability and Auto insurance coverage from VFIS. Will present when figures come in later in the month.
- Working on a new Water Shutoff Policy required by the State of California. Deadline is April 1, 2020.
- Meeting with Diana Rodriguez on October 25<sup>th</sup> regarding the Waste Management solid waste contract, which ends Dec. 31, 2019.

**10. Chief's Report: Chief Layne:  
(Exhibit B)**

- 7222 out of service with cracked tank, may have to surplus out. 7251 back in service.
- Ambulance boundaries are finalized (Agenda Item #15)
- Handout showing comparable Ambulance Service Billings. Have contacted Wittman to make sure we are billing at industry standards as well as getting proper reimbursements.
- Looking at feasibility in BLS long distance transfers.
- LaMalfa's Office is working with us regarding CFAA Agreement reimbursements by USFS.
- VFA Grant was approved: Radios were delivered, programed and in service.
- No word on AFG Grant for Type 3 Engine.
- Received \$1,009,221.21 in Lassen Agreement and Fire Funds, at mostly non portal to portal rates.
- Response time report includes Mineral etc., within the average. Working on a report that shows local response times.

**11. Public Comment agenda items: None**

**12. Fire Wise Committee Update:** (member Karen Lichti absent, presented by GM Motzkus)

- PG&E clearing trees and brush behind the Avenues from substation to the meadow.
- Martin Ranch fuel break is now going to a private contractor, so still not complete.
- Firewise table at Open House had good response. Many questions, interest and a request for a Home Ignition Assessment.
- Still collecting forms that show hours and dollars spent clearing yards.
- Recertification is in process.

**13. PERS: Golden Handshake Resolution of Intention:** GM Motzkus stated that this is the first step in a series of resolutions in amending our retirement contract with PERS. This step is merely language added so we have the ability to offer to qualified employees in the future. Director Raker made a motion to accept the Resolution of Intention. Director Voboril seconded the motion. All in favor, motion carried.

**14. 198 Main St. Lease agreement:** GM Motzkus stated that the Lease agreement is up January 1, 2020. He asked if an Ad Hoc Committee would need to be formed. Director Voboril made a motion to form an Ad Hoc committee and he volunteered to be on it. Director Raker seconded the motion to form the committee with Voboril as the only committee member. It was agreed that he work with GM Motzkus on the 2020 Lease agreement.

**15. Resolution # AMB-2019-001: Ambulance Boundaries Agreement:** Chief Layne explained that this is the official document that shows all the departments agree to the boundaries. All other agencies will sign as well. Director Raker mad a motion to accept Res.# AMB-2019-001. Director Voboril seconded the motion. All in favor, motion carried.

**16. Ambulance Rate Increases:** Chief Layne stated that this is informational only. He explained the spreadsheet that he handed out: Billings are good, reimbursements need work. Assembly Bill 1705 may daylight other revenue avenues. Working with Wittman on this. BLS transfers were discussed briefly, as to further feasibility. No action.

**17. PERS CERBT Fund:** GM Motzkus stated that this would be a trust fund we can, but don't have to, put funds in for retiree health benefits. After a brief discussion, GM Motzkus was instructed to get with CPA Mary Cheek and the Auditor before the Board makes a motion to accept the Fund option. Director Voboril made a motion to table this item until GM Motzkus presents information from Cheek and Auditor. Director Raker seconded the motion. All in favor, so tabled.

**18. Correspondence:**

- A) GM Motzkus shared AB 5 which defines what an independent contractor is compared to an employee per Superior Court of Los Angeles. This may help in resolving the USFS misinterpreting the portal to portal part of the CFAA. Chief Layne explained that requesting job evaluations, attending trainings and having the agreement the Lassen Crew signs should also help with the reimbursement issues.

**Comments:**

- **Directors:** Director Trotter asked where we were in recouping the rest of the reimbursements from USFS. Chief Layne stated that he is working with OES and LaMalfa's office currently. He doesn't want to see this get in lawyer's hands, as this would be pricey and delay even further the payments, previous years and current year.
- **Staff:** GM Motzkus thanked the staff for the job they did on the Open House last Saturday.

Director Trotter asked for a motion to adjourn at 4:28pm. Director Voboril made a motion to adjourn. Director Raker seconded. All in favor, meeting adjourned.

Cheryl Johnson, CPUD Clerk to the Board.

Approval of Minutes 