

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

Minutes of Regular Meeting: May 21, 2019 at 3:00pm. Located in the Chester Public Utility District conference room: 251 Chester Airport Road.

Directors Present: Stephen Voboril, Ben Thompson, and Steve Trotter.

Directors Absent: Vacancy x 2

Guests Present: 2 including Stacy Fischer; Chester Progressive Rep.

Staff Present: 9 CPUD/CFD employees and volunteers.

1. **Call to Order:** Director Thompson called the meeting to order at 3:00pm.
 - A. Director Thompson led the Pledge of Allegiance.
 - B. Agenda Approval: No changes, all ayes.
2. **Closed Session:** none
3. **Reconvene:** n/a
4. **Report on Closed:** n/a
5. **Board Vacancy/ies: Possible Appointments:** GM Motzkus explained that he had received 3 letters of interest. The personnel committee recommends appointing Royce Raker and David Shawles. Director Trotter made a motion to accept Raker and Shawles as appointed to the CPUD board. Director Voboril seconded the motion. All in favor, motion carried. GM Motzkus swore in Raker. The Oath was then signed. Shawles will be sworn in at the next meeting, as he had a family medical issue and could not attend today's meeting. Director Raker took his place at the board table.
6. **Elect Board Officers:** Tabled until Shawles is sworn in.
7. **Public Comment Non-Agenda Items:** none
8. **Approval of April 16, 2019 Regular Meeting Minutes:** Director Trotter made a motion to accept the minutes. Director Voboril seconded the motion. Ayes: Trotter, Thompson and Voboril. Abstain: Raker. Motion passed.
9. **Approval of March 2019 and April 2019 Financials:** Directors Trotter made a motion to accept the 2 months of financials. Director Voboril seconded the motion. Ayes: Trotter, Voboril, and Thompson. Abstain: Raker, Motion passed.
10. **General Manager's Report: by Frank Motzkus:**
(Exhibit A)
 - Clint and crew can rely on the new alarms now, SCADA system is modernized.
 - Plumas County Health will come by to reinspect Chlorine Gas Room.
 - Interwest Insurance Services are still looking into Workers Comp rates and Employee Medical Benefits. Cody Conway may be at the next board meeting, if we get him all the information the needs before then.
 - Personnel Committee needs to meet regarding the Chief Position.
 - The Risk Management Plan is progressing.
 - Should hear soon regarding the Collection System Grant through Kahlen Group.

- No word from the Central Valley Water Quality Control Board regarding the cease and desist order.
- Weco Company will be here May 30th to put on a demo for the VapoRouter.
No action on GM Report

**11. Chief's Report: presented by Chief Brian Layne:
(Exhibit H)**

- The OES Water Tender will be going back to OES. We can not afford to staff it 24/7.
- 7222 in Susanville with mechanical issues.
- PPE wildland gear is on back order (VFA Grant 2018).
- VFA Grant 2019 we will be asking for hand held radios.
- Researching Ambulance district possibilities
- CalFire to rent space here starting early June.
- Still battling USFS with the help of OES regarding outstanding reimbursements.
- We have received 6500.00 GEMT funds.

No action on Chief Report

12. Public Comment agenda items: none

13. Fire Wise Committee Update: presented by, Karen Lichti: (Exhibit C)

- The last meeting was on Emergency Evacuation and Communication Planning,
- Bake sale was held to raise funds for those who can't afford to remove green waste or just reduce fuel around their homes.
- Plumas County Chipping program will be in Chester the week of May 27th.
- To retain Firewise status, the public is being asked to log how many hours they spend making their homes fire safe.

No action on Fire Wise report

14. Committee Formations: Tabled. Will revisit when Mr. Shawles gets sworn in at the next meeting.

15. FY 2019-2020 Budget: 2nd Draft, Operations and Maintenance: GM Motzkus explained that the Finance Committee requested that the Ambulance income and expenses be separated from the Fire account. This will help when we try to form an ambulance district. This draft includes 3% water rate increase to keep up with the CPI. He projects that the Water account will get into the black along with sewer, (currently in the black).

No action, information only.

16. Policy #3040, District Vehicle Use: GM Motzkus stated that the previously suggested adjustments to the policy were highlighted to show they were fixed. Director Trotter requested that the vehicle inspections be done annually, and should be stated within the policy for CPUD and CFD vehicles. Director Voboril stated that not all accidents deploy airbags, so that statement should be changed to "any" accident. Director Trotter would like this agenda item tabled, again, until the suggested changes are made. No action.

17. Streetlight costs to the District: GM Motzkus stated that the 25% we get bi-annually from Plumas County will end at the end of this fiscal year. He asked that the board think of ways we can get this bill paid. No action.

18. Correspondence: none

19. Comments:

- **Staff:** PIO Lichti shared her experience to the Camp Fire grounds. She was shown how much a difference it was for the folks that had fire breaks, and the devastation to the

homes and businesses that didn't. Fire storms, embers, caused many spot fires. Turns out that Paradise has a Vegetation Reduction Policy in effect. No one reinforced it.

- **Directors:** The Directors welcomed Royce Raker. Director Raker told a bit about himself: 6 years in Chester. Runs Emergency room at Seneca Hospital. Conducts the run reviews here monthly. Grew up in Litchfield. Wife, Stephanie and 5 children.

Director Thompson adjourned the meeting at 3:40pm.

Cheryl E. Johnson, Clerk to the Board

Approval of Minutes _____

