

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

Minutes of Regular Meeting: August 22, 2023, at 5:30pm. Located in the Chester Public Utility District conference room: 251 Chester Airport Road.

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

Directors Absent: none

Guests Present: 4

Staff Present: 8

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 everyone in attendance confirming quorum.
 - c. Agenda Approval: Director Graffweg made a motion to accept the agenda as presented. Director Green seconded. All in favor, motion carried.

2. **Public Comment Agenda Items:** none at this time.

3. **Meeting Minutes**
 - a. July 25th Regular Meeting Minutes: With no discussion, Director Graffweg made a motion to accept the minutes. Director Tharpe seconded the motion. All in favor, motion carried.

4. **July 2023 Financials: GM Cox presented:**
 - Water in the red due to paying 12 months UAL at once.
 - 12 IMT out on fires.
 - Base rate only billed for water in July, no usage was billed.
 - Still working on Seneca for ambulance billing and reviewing with Wittman what we can bill.
 - A public member asked if CFD still get supplies from the Hospital. GM Cox stated that we do get some, and we need to be charging for all the supplies.Director Green made a motion to accept the July Financials. Director Graffweg seconded the motion. All in favor, motion carried.

5. General Manager's Report: by Adam Cox

- Busy month, legal issues, water issues, budget finalizing
- November ballot measure D, education coming out soon. Will use the town hall forum to get facts out to the public. Ballots are mailed October 10th. Planning a study session in September and a special meeting workshop for the public. FAQ will be on the website as well.

6. Fire Chief Report: by Matthew Balzarini (Power Point Exhibit A)

- Fire crew has been attending community events, Farmers Market, July 4th parade, and reading to the kids at the library.
- Training on truck operations
- New hire in July, Fire Fighter Underwood.
- Org. Chart, live document shows tasks assigned.
- IMT program process good with Cheryl and Kelly on call. 13 team folks out. Cheryl working with OES on the billing.
- I am on the CICCIS committee. It has been helpful.
- Some assignments: Captain Reesink: Training. Captain House: PPE. Captain McSunas Facilities and Apparatus. Walsh: EMS.
- Hydrant flow testing program developing to test every hydrant every year.
- Mechanic report: 7221 alternator needed, overcharging the 4th battery now.
- 198 needs assessment and maintenance.
- 251 lawn mowing have been taken over by fire dept.
- Hose testing needed.
- SCBAs: McSunas maintaining, all expiring. Will work on a gradual purchase replacement plan.
- Reesink and Walsh will be IT to follow up for Royce.

7. Utility Operations Manager Report: by Allan Homme

- Attending Cross-connect class October 2-6.
- CCTV are going through sewer connections with cameras through September.
- Dixie Fire wetland damage: Kunsman fence fixing the 20' fence opening cut for Fireline. 30' of ditch was filled as well.
- Well 3 having issues. CPM will do the repairs.
- Traces of chlorine are still in the system. We are flushing to get it removed to finish out the state report.
Source of the chloroform was never found.
100+ self-samples have been taken. The state regulator has instructed on where to take the samples.
Operator Pettit has begun backflow testing.
Making water health a priority, reading the meters in July was not possible as flushing the system takes a lot of manpower. Initial reads take a week and then re-reads take a second week. We have 4 routes; each takes 2 days. There were employees out on family leave as well as medical leave

during this period. Staffing was short for these reasons, also seasonal help was not hired this year.

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. 2023-2024 Final Budget: Public Hearing

GM Cox stated that all columns are close to what was presented in the preliminary budget.

- The funds allocated to Capital expenses probably won’t all get spent.
- Fire funds were merged into one column.
- 200 and 300 comfortable will finish well in the black.
- 400 fund, numbers crunched to pay 10 firefighters with a savings of 30k, to what we used to pay 6 firefighters.
- Overtime is controlled.
- Auto Expense may go up, can’t forecast vehicle issues.
- The public will need to know that for the year we are projecting 700K in and 2 million out for the fire fund.
- Ambulance billing deal and new parcel tax measure, if passed would bring in 570K more per year, approx.

This would allow for strategic planning, investing in future equipment purchases.

Director Voboril opened the public hearing at 6:12pm.

- The Office Expense Line is no longer used, Supplies etc. are used instead.

With no further discussion, Director Voboril closed the public hearing at 6:15pm.

Director Tharpe made a motion to accept the 2023-2024 Final Budget as presented. Director Green seconded the motion. All in favor, motion carried.

10. Closed Session: 6:17pm, Read verbatim by Director Voboril:

A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to Subdivision (a) of Section 54956.9 of the Government Code

1. Name of Case: Maumoynier vs. Chester Fire Department
2. Name of Case: Turner vs. Chester Fire Department
3. Name of Case: Giampaoli vs. Chester Fire Department

11. Reconvene: 7:27pm

12. Report on Closed Session: Director Voboril stated that it was informational only.

13. Public Comment Non-Agenda Items: None at this time.

14. Correspondence: none.

15. Comments:

- a. **Directors:** Director Raker stated that the daily status reports that are emailed are appreciated and thanked Chief Balzarini. Director Graffweg and other board members would like to receive the reports as well.

- b. **Staff:** OIT, Justin Bottini stated the following:
 - 4 years with the District, seen many changes. Dedicated to the District.
 - The staff go above and beyond to ensure safe drinking water.
 - Shorthanded, over time is spent responding in the middle of the night.
 - Were directed by the state on the chlorine process and the flushing process. Worked hard.
 - One staff member was hurt during the flushing process.
 - Need more manpower to keep the systems running well.
 - He wanted the board to understand the process they followed.
Director Green stated that not reading the meters causes a ripple effect: customers receiving unexpected higher bills, many calls to board members and office staff with complaints. She just wanted his staff to understand.
 - OIT Bottini thanked the board for their time.

16. Adjournment: 7:35pm, Director Green made a motion to adjourn the meeting. Director Tharpe seconded the motion. All ayes, meeting adjourned.

Cheryl E Johnson, Clerk to the Board

Approval of Minutes 