

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

Minutes of Regular Meeting: October 19, 2021 at 3:00pm. Located in the Chester Public Utility District conference room: 251 Chester Airport Road.

Directors Present: Steve Trotter, Steve Graffweg, Steve Voboril and Blake Mathews.
Direct Raker called in by phone. (not agendized)

Directors Absent: none

Conference Call: Unknown the amount of public call in.

Guests Present: 3

Staff Present: 5 CPUD/CFD employees and volunteers.

1. **Call to Order:** Director Voboril called the meeting to order at 3:00pm.
 - a. Director Voboril led the Pledge of Allegiance.
 - b. Agenda Approval: Director Voboril asked that we move item #19, MISC MOU to between agenda items #2 and #3, as there is a guest speaker. Director Trotter made a motion to accept the agenda with the above listed adjustment. Director Mathews seconded the motion. All in favor, motion carried.
2. **Public Comment, Non-Agenda Items :** None

Agenda Item #19: Local 39: 2021-2022 Miscellaneous MOU: Shop Steward Cheryl stated that the changes and research that the board requested at the last meeting were completed as follows:

- 457 Match Language more defined
- Wage, Holiday and Longevity comparisons to Plumas County: The wages are within pennies of Plumas County's Office Administrator and Secretary to what the bargaining unit is proposing in the MOU. Plumas County's Holidays will be similar with the requested Caesar Chavez day. Plumas County's longevity increases are: 7,10,14,18,21. Thiers start earlier as ours is currently 8,12,15,21 and 25 and requesting that 18 be added. This would not affect budget for the next 6 years minimum.
- Other language to be clarified is that maintenance would have the option to work (4) 10-hour shifts or (5) 8-hour shifts depending on need with appropriate notice.

Chief Layne continued that the medical language protects the district should PORAC or Anthem, etc., make changes to the policies. He then explained that each bargaining unit can have different Medical Coverage Plans.

Chief Layne explained that the clerical would be moving to the 5% step increases, which would be the same as what the maintenance receives currently. Cheryl continued to say that we aren't asking for the impaction option for the clerical employees. The pay scale option is close to 3K less than it would be with the impaction implemented. The pay scale shows the lowest, Step A, maintenance position coming up to the current lowest, Step A, clerical position. The board has complained in the past that there are too many different pay scales etc., this MOU rectifies this concern in the Water and Waste Water department.

Director Voboril's concerns were that we are going in the hole and can't afford the proposed increases. Chief Layne reiterated that minimum wage can't be helped.

Director Graffweg's concerns were that having so many Holidays is ridiculous and that the Office Manager having 80 hours of Administrative leave was excessive. Cheryl explained that it costs the district \$40.00 annually for the Cesar Chavez day to be added, as they would have to pay a maintenance person on-call time. The 80 hours was explained that it is not time to be used at will. This is to be used in lieu of Overtime when the Office Manager is held late to dispatch fire personnel associated with the Lassen Crew or the Plumas Op Area. It would be used the next day to assure enough rest was given.

Chief Layne stated that by board policy, the negotiations are to be done between Management and the Union Reps. Then the MOU is brought before the board for approval.

Garrett Dickenson, Local 39 representative stated that we had asked for a lot more than what the board is seeing and that management and Local 39 have come to the compromise that you see before you.

After a bit more discussion, Director Graffweg made a motion to not accept the MOU as presented and to have 2 Board Members meet with management to go over it. GM Homme stated that it is his job to negotiate, that he is not ok with the board being involved. Chief Layne stated that we brought to the table today everything that the board asked for at the last meeting. Cheryl stated that we are asking for a decision today on what is presented. Director Trotter stated that maybe the Finance Committee look at it as the main concerns are money related. Director Trotter seconded Director Graffweg's motion to have 2 Board Members meet with management and to not accept the MOU at this time. All in favor, motion carried.

3. Meeting Minutes for Approval:

- a. September 21, 2021 Regular Meeting Minutes.
- b. September 7, 2021 Tabled Special Meeting Minutes
- c. September 28, 2021 Special Meeting Minutes
- d. October 5, 2021 Special Meeting Minutes
- e. October 12, 2021 Special Meeting Minutes

2 amendments to be made on Sept. 21, 2021 Minutes: Personnel Committee members should be listed as Graffweg and Trotter, and a typo of HAS, should be, HSA. Director Trotter made a motion to accept all 5 meeting minutes. Director Graffweg seconded the motion. All in favor, motion carried.

4. September 2021 Financials: GM Homme stated that he is working with the CPA on inputting the budget figures from the new formatted Budget. Director Voboril stated that Training and Travel and Equipment for Fire must have been due to fire activity. Chief Layne stated also the ZOLL cardiac monitor expenses. Director Voboril also stated that fire has spent over 550K plus 138K of sanitation's funds. Director Graffweg asked Cheryl if we have started paying for the Golden Handshake or how much it will cost. She will get that information to the board. Director Trotter made a motion to accept the September 2021 Financials. Director Mathews seconded the motion. All in favor, motion carried.

5. Public Comment: Agenda Items: None.

6. General Manager Report: by GM Homme

- Dixie fire water use reimbursement won't happen until the fire is completely closed, have been in contact with the claims rep.
- Flew for the 2 employment vacancies.
- No response from the state regarding the compliance letter.
- Pace Engineering and Kahlen group are close to finishing the planning grant. Pace will be testing out system for infiltration this year. They advise creating an ad hoc committee to attend 3 workshops regarding goals, the prop 218 process, and funding future capital expenses. 1 town hall meeting and 1 formal presentation.
- 50% complete on the sewer jetting program
- 45 of 55 backflow assemblies tested
- Directors can participate in the MASA program if they wish to pay on a month-to-month basis.
- Fire Invoices are with Einhorn and being reviewed to see if our case would hold up in court for going after reimbursements due to us.
- The Water Tanks are scheduled for a dive and clean in the Spring
- Seneca Hospital annexation update: a will serve letter has been submitted. Ed Anderson is helping with this process by creating an impact report to the District.

- In the handouts given are his recommendation to purchase the excavator and the financing options. Director Voboril stated that it isn't a good time to spend this money, as there is a plan to spend money on generators as well. Chief Layne stated that they will try again for the grant to cover the purchase of the generators for the well houses. Director Trotter made a motion to accept the purchase, by lease to own, the excavator at \$104,817.80. He asked that GM Homme make sure the interest rate is fixed or renegotiable if interest rates should go down. Director Mathews seconded the motion. Ayes: Trotter and Mathews. Nays: Voboril and Graffweg. Motion fails.
- CPUD financial status update handout includes projects tax revenue, expenditures, CD maturity and balance trends.
- 198 Main St. Lease agreement is \$1000.00 per month. First and Last and \$500.00 security deposit. 6-month term. Chief Layne stated that he is working with Seneca Hospital regarding the transfer program. There are still 2 bedrooms in the main building, so renting the apartment does not hinder the plans that are in motion. Director Trotter made a motion to accept the lease as presented. Director Mathews seconded the motion. All in favor motion carried.

Director Raker leaves conference call: 4:12pm.

7. Emergency Services Report: by Chief Layne

- 7222 is at 198 Main solidifying the ISO rating
- 198 Main Apartment will be ready to rent by Nov. 1st.
- Working with Wittman on a fees schedule for out of district Traffic Accident and Fire Responses.
- We are recruiting Per Diem Paramedics.
- Chief Layne apologized for not having a response times report, as that system was not cooperating.

8. Streetlight Tax Measure: Chief Layne is asking for Board approval to go forward in asking for a \$25.00 per parcel streetlight tax measure. The 2 % CPI is built into it as presented. After a brief discussion, Director Trotter made a motion for Chief Layne to move forward by vetting the proposed tax measure through district council. Director Mathews seconded the motion. Ayes: Voboril, Trotter and Mathews. Nays: Graffweg. Absent: Raker. Motion passes.

9. Employee Medical Benefit Plan Options: Director Voboril stated that we need to give the bargaining units 60 days notices if a new plan is chosen. Director Mathews explained how the employees of Plumas County health plans work. Director Voboril stated there should be a policy in place. Chief Layne stated he will research language. No action.

10. Local Union Reps:

- a. Local 5317: none
- b. Local 39: none

11. Finance Committee Report: Director Voboril stated nothing to report.

12. Personnel Committee Report: Director Graffweg stated nothing to report

13. Spending Policy: It was discussed that the Personnel Committee will look at incorporating the "2 signatures for checks over 3K by the GM and a Board member" into the existing Purchasing Policy #3030. No formal action taken

14. Interdepartmental Loan Agreement: Director Voboril would like to see this for transparency's sake. Director Trotter stated that this would be cheaper than paying interest to a bank, as we would be using our own money. Director Voboril stated that District Council did say that other district do this all the time, but should have policy in place. GM Homme stated that this would

cripple the Sanitation fund should a large costly issue arise in the sanitation department. Chief Layne suggested if they were to create a policy, to leave it generic. Chief Layne and GM Homme expressed their preference for a Line of Credit. Director Trotter made a motion for the Finance Committee to draft a policy. Director Graffweg seconded the motion. All in favor, motion carried.

15. **Line of Credit:** Chief Layne stated it was a good option for the district. Cheryl likes the idea of a safety net. She asked why can't we have both options on hand. GM Homme reiterated that this was a better option than the Interdepartmental loan. Director Trotter made a motion to allow Management to pursue the Line of Credit. Director Mathews seconded the motion. Ayes: Trotter and Mathews. Nays: Voboril and Graffweg. Absent: Raker. Motion fails.
16. **Closed Session: Personnel: (section 54957)**
 - a. **2 Misc. Employees resign: (read verbatim by Director Voboril) 5:00pm**
17. **Reconvene: 5:42pm**
18. **Report on Closed Session:** Director Voboril stated, discussion only, no action taken.
19. **Local 39 2021-2022 Miscellaneous MOU:** moved between agenda items 2 and 3
20. **Correspondence:** none
21. **Comments:**
 - a. Directors: None.
 - b. Staff: None.
22. **Adjournment:** Director Graffweg made motion to adjourn the meeting at 5:44pm. Director Mathews seconded. All in favor, meeting adjourned.

Clerk to the Board, Cheryl Johnson

Approval of Minutes

