

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

Minutes of Special Meeting: March 31, 2016 at 5:30pm. Located in the Chester Public Utility District conference room: 251 Chester Airport Road.

Directors Present: Greg McIntire, Wes Scott John Knopp, Steve Trotter and Ben Thompson.

Directors Absent: none

Guests Present: 0 community member.

Staff Present: 4 CPUD/CFD employees and volunteers.

1. **Call to Order:** Director Scott called the meeting to order at 5:30pm.
 - a. Director Scott led the Pledge of Allegiance.
 - b. Agenda approval: GM Waterman asked to add Closed Session Personnel and 198 Main St. to the agenda. Director Knopp made a motion to accept the agenda with additions. Director Thompson seconded the motion. All in favor, agenda approved. Director Scott made 198 Main St. Item #9 (b).
2. **Closed Session:** Personnel Section (54957.) Director Scott announced the topic as Personnel and adjourned to closed session at 5:32pm.
3. **Reconvene from Closed Session:** Director Scott reconvened the meeting at 6:20pm.
4. **Report on Closed Session:** Director Scott disclosed that the discussion was on how to proceed on a possible personnel action. The board has unanimously authorized the GM Hiring Ad Hoc Committee to negotiate with one isolated candidate as the Ad Hoc Committee's recommendation to the board. He reiterated that they are just negotiating at this time.
5. **Approval of March 2016 Regular Meeting Minutes:** Director Trotter made a motion to accept the minutes. Director Knopp seconded the motion. All in favor, motion carried.
6. **Public Comment: Agenda Items:** none.
7. **General Manager Hiring Committee Update:** Director Scott said that the Ad Hoc Committee performed interviews on 3-30-16 for 2 General Manager Candidates.
8. **Modification to Resolution #382 (Holiday Pay):** GM Waterman stated he was supposed to remove the highlighted sentence about us paying the fire fighters their Holiday pay at time and a half one time before it got approved by the board at the last meeting. This amendment is requested by PERS to complete this as an audit finding fixed. Director Trotter made a motion to accept the Resolution with proposed amendment. Director Thompson seconded the motion. All in favor, motion carried.
9. **A) Bid for Wastewater Collection System analysis:** GM Waterman stated that 12 RFP's were sent out, and that only one returned a bid. Ed Anderson is working with that company on changing the bid regarding the traffic control amount bid. The company will be up to visit the sites before all parties agree on the bid. Director Scott asked to be present during the site visit. GM Waterman will ask Ed Anderson to check the company's listed references. Director Trotter voiced his concerns regarding safety policies. GM Waterman welcomed the board to check into current policies and to create new policies if needed.

B) 198 Main St.: GM Waterman said that PG&E did a walk through of the facility and recommended a couple fixture upgrades. He explained that there may be some fees involved.

Director Scott asked that GM Waterman go ahead with the upgrades based on his financial limits. He and Brian Foos will get the figures and also see if there is a program to help with said fees, per Director Trotter's request. GM Waterman and the board had a brief discussion on how shotty of a job PG & E did as far as upgrades to this facility a few years ago.

10. Correspondence:

- a. GM Waterman had a letter from an American Indian group regarding pre-notifying them of any planned construction projects near their property. We haven't any of our property near any of theirs. He just wanted the board to see some of the letters we receive occasionally.
- b. There is a training coming up for Special Districts regarding creating a catalog of all computers and the programs ran on each. The program is free, and this is a new mandate that needs to be completed by July 1, 2016. The training will be April 20th from 12-2pm with lunch included.
- c. Also, Best Board Practices training will be June 13, 2016 in Quincy. The board members are to let Joe know if they want to attend, he will register them at that point.

11. Comments:

- a. **Directors:** None.
- b. **Staff:** GM Waterman thanked Cheryl for all the time put in on the PERS Audit cleanup project. She thanked him as well for his help.

Director Scott adjourned the meeting at 6:48pm.
Cheryl E. Johnson, Clerk to the Board.
Approval of Minutes _____