

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

Minutes of Regular Meeting: December 13, 2016 at 5:30pm. Located in the Chester Public Utility District conference room: 251 Chester Airport Road.

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

Directors Absent: John Knopp

Guests Present: 3, including Stacy Fischer, a Chester Progressive Rep.

Staff Present: 6 CPUD/CFD employees and volunteers.

1. **Call to Order:** Director Scott called the meeting to order at 5:28pm.
 - a. Director Scott led the Pledge of Allegiance.
 - b. Agenda approval: Director Trotter made a motion to accept the agenda with no changes. Director McIntire seconded the motion. All in favor, agenda approved.
2. **Closed Session:** None
3. **Reconvene from Closed Session:** n/a
4. **Report on Closed Session:** n/a
5. **Public Comment Non-Agenda Items:** Mr. Graffweg asked about getting his residential meters read year round. GM Motzkus stated he will address this in his General Managers report later in the agenda.
6. **Approval of November 8, 2016 Regular Meeting Minutes and December 1, 2016 Special Meeting Minutes:** Director Trotter made a motion to accept the 11-8-16 minutes. Director McIntire seconded the motion. All in favor, motion carried. The 12-1-16 special minutes were tabled for GM Motzkus to get with Karen Lichti, recording clerk, to clarify some of the details.
7. **Approval of October 2016 Financials:** Director Trotter stated that the budget figures did not match the budget column of the financial figures. It was also stated that we are already over budget in the Professional Services GL in the 300 account. Director Scott stated that there may be some misplaced expenses. Chief Waterman stated that the staff and he are going to go over quarterly statement to make sure everything is allocated correctly. Director Trotter commented to the amount of Over Time on the books so far this year. Chief Waterman stated that there have been a few injuries requiring Over Time being paid for coverage of those missed shifts. Chief Waterman explained that the full time employees have first rights to the OT per their Union MOU. Chief Waterman would like to meet with the Standing Personnel Committee regarding upcoming negotiations. Director Trotter made a motion to accept the financials. Director McIntire seconded the motion. All in favor, motion carried.
8. **General Manager's Report: - (Exhibit A)** GM Motzkus explained to Mr. Graffweg that if in writing he sends in a list of properties he would like the water meters read for, that we would try reading them. Understanding that the snow covering the meter box would have to be removed by the property owner during the entire 3rd week of the month and that the lens over the reading could have fog or thicker condensation making it impossible to get an accurate reading. GM Motzkus stated that he found a 10' easement to the Olsen Barn property. He hasn't heard from the Feather River Land Trust regarding their LAFCO paperwork. GM Motzkus stated that the Myrtle St. Sewer replacement project should begin soon after New Years. Director Scott asked if the merchant in that area that may be affected will be warned of the construction before it begins. GM Motzkus wanted to wait until he knew of exact dates and a clearer idea of how they will redirect the sewer during the repairs. He gave a couple scenarios. He also stated that other lines will need

to be repaired, and will be treated in a different manor with Engineering etc. Myrtle St is considered an emergency situation.

9. **Fire Chief's Report: - (Exhibit B)** Chief Waterman explained that we are trying to communicate with our Albuquerque rep regarding receiving Lassen Crew payments, she will not pick up the phone. Every year, after the incidents, when it's time to get paid, we hit a bump in the road. Chief Waterman is working with Cal-Fire to house an engine and crew here for a possible 18 months. He is working out square footage rental as well as utility charges. Chester Volunteers are raffling off another rifle as a fund raiser. The drawing will be Feb. 2nd and the tickets are 10.00 each. GEMT funds available for the past fiscal year only added up to 6000.00. The regional agreement may go away after Dec. 31st, but the local agreement will be renewed. The water tender we are trying to get finally has a qualified mechanic to certify it. Robbie Cassou with Quincy Fire has been making connections with Plumas County regarding the prop 172 funds. Grand Jury has also been notified by Mark Murray.

10. **Public Comment: Agenda Items:** None

11. **Introduction of new District Policies:**

- A. 4010 Code of Ethics
- B. 4020 Attendance at Meetings
- C. 4030 Remuneration and Reimbursement
- D. 4040 Board Chairperson
- E. 4050 Members of the Board of Directors
- F. 4060 Committees of the Board of Directors
- G. 4070 Basis of Authority
- H. 4080 Membership in Associations
- I. 4090 Training, Education and Conferences

GM Motzkus pointed out the adjustments that the board wanted made to the Policies from last meeting. Director Trotter made a motion to accept the policies listed above. Director McIntire seconded the motion. All in favor, motion carried.

12. **CPUD Replacement Vehicle RFP's:** GM Motzkus explained that we went to bid to all dealerships within a 200 mile radius of Chester. The deadline for turning in a bid was 12-9-16. He only received one bid from Dixon. Director Scott and the board would like GM Motzkus to call the other dealerships and try to get more bids by removing the snow plow as a listed spec. Until there are more bids, this agenda topic is tabled.

13. **Propane Service Bids:** GM Motzkus explained that he sent letters to all the propane merchants that service the basin. He only received one bid. After a brief discussion it was decided by the board that those merchants that didn't bid, be called to request a bid. Until more bids are submitted, this agenda topic is tabled.

14. **Resolution 389: Adoption of the Feather River Integrated Regional Water Management Plan**

GM Motzkus explained that this organization meets quarterly to look at the submitted projects that either need funding or financing at a low rate. There are millions of dollars available. Right now, there are 20 projects submitted, none from CPUD yet. Some potential projects that we could use help funding would be the Radio Meters, replacing water tanks and the list goes on. Disadvantaged areas or district do get priority. He presented the binder assembled by the committee, available for anyone's perusal and also mentioned the website: featherriver.org as an avenue to get more information on the organization. GM Motzkus also explained that they are not a regulating company, they support us in completing what regulators demand of us as a district. Director Trotter made a motion to accept Resolution 389, adopting the Management Plan. Director McIntire seconded the motion. All in favor, motion carried.

15. **New Gurney System Purchase:** Chief Waterman presented 2 manufactures quotes, Striker approx. 40K and Ferno approx..35K both before taxes and installation is also not included. Both

Vendors are going to bring the auto lift gurneys here for staff to check them out. He mentioned that we have had 2 lost time work injuries this year. Both due to lifting patients. He believes this is a good investment in our staff. He asked the board for the approval to purchase the one the staff agrees to. Director Trotter asked if this would come out of the 500 account. All agreed. Director McIntire made a motion to let Chief Waterman purchase 1 auto lift gurney with a limit of 40K, before taxes and installation. Director Thompson seconded the motion. All in favor, motion carried.

16. Correspondence: Bill Turners PERS hearing is postponed from January to May, as his lawyer has health issues.

17. Comments:

A) Directors: Director Scott reminded everyone of the In-Service work shop the next day. The agenda was posted, as this will be open to the public.

B) Staff: none.

Director Scott adjourned the meeting at 6:503pm.

Cheryl Johnson, Clerk to the Board.

Approval of Minutes 