

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

**Minutes of Regular Meeting:** March 7, 2023 (2-28-20230) was postponed due to inclement weather/community and staff safety. Located in the Chester Public Utility District conference room: 251 Chester Airport Road.

**Directors Present:** Steve Voboril, Kim Green and Steve Graffweg.

**Directors Absent:** Art Tharpe and Royce Raker

**Guests Present:** 5

**Staff Present:** 7

1. **Call to Order:** Director Voboril called the meeting to order at 5:35pm.
  - a. Pledge led by Director Voboril
  - b. Agenda approval: Director Graffweg made a motion to accept the agenda with no changes. Director Green seconded the motion. All in favor, motion carried.
2. **Public Comment Agenda Items:** Two residents from Cedar St voiced concerns about recurring sewer issues on their street and the expense of having a plumber coming to clear their lines, when they think it is a main line issue. They have called the office a couple of times. GM Cox said he will have a work order made up to look into the issue. Also said the residents could call and talk to him instead of waiting for a board meeting.
3. **Meeting Minutes**
  - a. **January 24, 2023, Regular Meeting Minutes:** Director Graffweg made a motion to accept the minutes. Director Green seconded the motion. All in favor, motion carried.
4. **January 2023 Financials:** GM Cox explained all things are moving forward. Budget time is coming and he will be asking for a budget ad hoc committee in the coming months. Director Green asked if there was a loan agreement with the Fire Department. It seems as if the other departments are carrying the Fire Department. There was a discussion about cash flow and assets. Director Voboril asked if the department had been paid in full for the fire invoices and were all personnel paid out. GM Cox said there are still unpaid invoices, but all personnel have been paid. Work is being done on changing contracts and working with the union to change the way fire personnel are paid for these types of incidents. Director Green made a motion to approve the set of financials, Director Graffweg seconded the motion. All in favor, motion carried.
5. **Report on the Water/Waste Rate Study**

GM Cox introduced Zachery and Anthony from RDN who was hired by California Rural Water Association to do our water/waste rate study. This presentation was done verbally by RDN as the video equipment malfunctioned. Directors had physical copies of the presentation to follow along with. This presentation was information only. A copy of the presentation is attached. After the presentation Director Voboril asked if it would help finances to bring in the Forest subdivision to the existing sewer system. That idea was recommended to be looked at, at another meeting.

**6. General Manager's Report: by Adam Cox**

GM Cox stated that insurance renewals are coming up. He is hoping there will be more choices for the Fire Department this time. There could be some issues with getting reasonable quotes for water and sewer also. IVWD just had their insurance cancelled and this is happening state wide. Still working on personnel issues and policies that we lack or are outdated. We will need an ad hoc committee to work on this. We have purchased a package that has different policies we can copy or modify to our usage. We are also working on the water and sewer needs. It takes 18 months or so to be able to apply to the state for grants and loans. The state is instituting a new process to move the approval time from two years to two months for projects under 10 million dollars.

**7. Fire Chief Report: by Matthew Balzarini**

In January there was a side letter with the union so Chief Balzarini could run the Fire Department. There are now shift Captains for the ambulance/fire crews. Captains Dean and Johnson cover 6 days a week and Rich Walsh is a temporary Captain for the 7<sup>th</sup> day. We are working on a comprehensive contract for the Incident Management Team (IMT) to prevent some of the past problems. On April 15<sup>th</sup> we will be holding a refresher class for the IMT. One of the ambulances is fixed, the other is awaiting parts and still being worked on. Chief Balzarini is attending the Chester Town Hall meetings. Work on getting volunteer numbers up is ongoing. We are trying to revitalize the program and bring in new volunteers. There are currently 2 volunteers. Training for them is non-existent. Captain Johnson is now in charge with volunteer training. Attached is a copy of the January calls. Chief Balzarini says badges and uniforms are very important in the fire service. It has been made clear to the staff the importance of looking professional. He has ordered new badges and helmet shields for the department. See attached. Helmet shields for the Captains are now white. Chief Balzarini presented Captain Dean with his new badge and helmet shield.

**8. Utility District Report: by Allan Homme**

Cody passed his D2 test and at the end of the month will be going to Backflow certification. He is currently working on his D3 studies. Dustin will be taking his D2 test April 5<sup>th</sup>. Because of all the snowfall and projected rain, we will be discharging into the lake this year. Last time the fines were \$30,000. We are looking into a replacement for the 2003 Ford truck. The quotes are in the \$90,000 to \$100,000 range. Well 1 generator was serviced and repaired. Feather River pump station pump went out for repair. It has been discontinued and parts are unavailable for it. We are looking for a better pump. We are looking for a part time or full time employee to start in April. The Scada system has had many issues this winter. Repairs have been \$28,000.

**9. Local Union Representatives:** Neither Local 5317 or Local 39 were in attendance.

**10. Mutual Aid Fire Protection Agreement between the State of California and Chester Public Utility District's Fire Department:**

Chief Balzarini met with Cal Fire about this mutual aid agreement. Cal Fire would like Chester

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Fire Department to take charge of an incident when they arrive if the incident is in the Chester Fire jurisdiction and Cal Fire arrives first. This is standard policy. Cal Fire just wanted Chief Balzarini's name on the document. Director Green made a motion that authorizes Chief Balzarini to sign the document, Director Graffweg seconded the motion, All in favor, motion carried.

**11. Policy Ad Hoc Committee:**

GM Cox is looking for 2 directors to be on a Policy Ad Hoc Committee. Directors Green and Voboril would be interested. Director Graffweg made a motion that the Policy Ad Hoc committee be made up of Directors Green and Voboril, Director Green seconded the motion. All in favor, motion carried.

**12. PERS Holiday Pay, Special Compensation Audit**

This is information only. GM Cox explain that PERS conducts Special Compensation audits every couple of years. The findings letter gives 2 choices. 1. We agree with their findings, or 2, we disagree. Their findings state we do not have a provision in the MOU's that spell out how holiday pay is reported to PERS for PEPRA employees. We will have to work with both unions for the wording when we find out what exactly PERS wants.

**13. Re-Schedule March 2023 Regular Board Meeting**

There is a question of whether there will be a quorum for the March 28<sup>th</sup> meeting. Director Green made a motion to move the March 2023 Regular Board Meeting from March 28<sup>th</sup> to April 4<sup>th</sup>, Director Graffweg seconded the motion. All in favor, motion carried.

**14. Public Comment: Non-agenda items**

Steve Trotter stated that the Fire Department has been underfunded for many years. He believes nothing has been done about it. GM Cox stated that since August DTA has been working on the issue of expanding the existing tax to the residents of the district or expand the district's borders. We are expecting to hear a report this summer. We are also working with the other basin fire departments and Seneca hospital on this issue. We will need strategic direction from the Board of Directors this summer. Director Voboril would like the information sooner. Mr. Trotter thinks the public should decide what level of fire protection they would like not the Board. GM Cox says they are also working with the County to try and get more tax dollars.

**15. Closed Session:** Break for closed session at 6:58 pm.

**16. Reconvene:** Reconvened from closed session at 7:31 pm.

**17. Report on Closed Session:** There was a discussion about public employee discipline/dismissal/release/complaint pursuant to Section 54957 of the Government Code.

**18. Correspondence:** None

**19. Comments:**

Directors: none  
Staff: none

**20. Adjournment:** 7:32pm, Director Graffweg made a motion to adjourn the meeting. Director Green seconded the motion. All in favor, motion carried.

Karen Lichti, substitute CPUD Clerk to the Board.

Approval of Minutes \_\_\_\_\_