

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

Minutes of Regular Meeting: June 16, 2020 at 3:00pm. Located in the Chester Public Utility District conference room: 251 Chester Airport Road.

Directors Present: Steve Trotter, Joe Waterman, Steve Voboril, and Steve Graffweg.

Directors Absent: Royce Raker

Guests Present: 3, including the rep. from Waste Management

Staff Present: 7 CPUD/CFD employees and volunteers.

1. **Call to Order:** Director Trotter called the meeting to order at 3:00pm.
 - a. Pledge led by Director Trotter
 - b. Agenda approval: Director Graffweg asked that #12 be switched with item #6, as there is a public member here regarding that topic. Director Waterman made a motion to accept the agenda with the suggested change. Director Voboril seconded the motion. All in favor, agenda approved.
2. **Consent Calendar:** Director Waterman suggested that the Fire Wise report also be included as a Consent Calendar topic in the future. Director Graffweg made a motion to accept all items within the consent agenda. Director Waterman seconded the motion. All in favor, motion carried.
3. **Public Comment non-agenda items:** none.
4. **Public Comment agenda items:** none
5. **Solid Waste Collection and Disposal Charges: Resolution #414:**
 - a. Open Public Hearing @ 3:05pm. GM Motzkus stated we have not received any letters of protest. He also stated that this resolution sets the rates for 10 years, unless another rate increase is negotiated.
 - b. Closed Public Hearing @ 3:07pm.
 - c. Director Waterman stated that the Ad Hoc committee recommends to the board to adopt the resolution with a motion to accept Resolution #414. Director Graffweg seconded the motion. Roll call vote, all 4 ayes. Resolution passes.

Waste Management Ad Hoc Committee (Waterman/Graffweg) is dissolved.
6. **Agenda Item #12: 198 Main St. Lease Ad Hoc Committee Update:** Director Waterman stated that his wife is no longer associated with St. Andrews Academy, so he doesn't have to recuse himself. A public member asked the board to tell her about the property. Director Trotter, in brief, explained that it is currently rented and the lease is in negotiation. He also reiterated to the board to let the ad hoc committees do their research, and not to make any public inquires without the board or committee's authorization. Director Voboril, the ad hoc committee member, stated he will call her after he finds out the outcome of the lease. He will invite the current tenant to the July regular meeting. Director Graffweg offered his assistance to the committee if needed. No action.
7. **Finance Committee Update: Workers Comp AD Hoc Sub-committee update:** Director Waterman stated that in his comparisons, InterWest would save the district \$13,500.00 annually,

not including the firefighter physicals. Kelly Sanders volunteered to help get local quotes for next year's bids. Director Voboril asked the board to accept the committee's recommendation to choose Interwest as the new Workers Comp. carrier in the form of a motion. Director Waterman seconded the motion. All in favor, motion carried.

8. **Personnel Committee Update:** Director Trotter stated that the committee had nothing to report. They may schedule a committee meeting for next Tuesday.
9. **FireWise Committee Update:** A report was submitted. Chief Layne asked that this topic get moved to correspondence if reports are given in the future. He also stated that Karen Lichti has been the contact, but may be weening out of that project.
10. **2020-2021 Budget Ad Hoc Committee:** Director Waterman pointed out a few points of interest within the proposed preliminary budget. He stated that he would like this to go though a revision in the near future, which would in entail the same posting requirements and public hearings. He also stated that there is an employee spending policy in place for the purchasing of budgeted for items. More discrepancies were pointed out and discussed. Director Waterman stated that the Budget Committee would like to recommend the proposed preliminary to the board in the form of a motion. After more discussion regarding spending concerns by Director Graffweg, Director Trotter seconded the motion. All in favor, preliminary budget is accepted. GM Motzkus stated that it will be posted for 30 days, and then there will be a public hearing at a regular meeting to adopt the budget.
11. **Fire Department Funding Ad Hoc Committee update:** Director Waterman stated that he hasn't heard back from Mr. Settlemire regarding the annexation of an Ambulance district.
12. **Agenda Item #6: Confirming the Districts interest in obtaining grant funding from the State Water Resources Control Board and naming the authorized representative for CPUD Resolution #413:** GM Motzkus stated that this is in regards to the funding grant for the sewer project, and who can sign and represent the district. This needs to be a licensed operator so he recommended the Lead Supervisor as the qualified rep. Director Waterman made a motion to accept the Lead Supervisor position as the district representative and to adopt resolution #413. Director Voboril seconded the motions. All in favor, motions carried.
13. **District Surplus Equipment Policy #3080:** Chief Layne stated that he made minor changes and noted the California Constitution Article within the Policy. He stated that the department head would determine fair market value with resources such as Kelley Blue Book, GSA, Truck Trader, and the depreciation schedule and of course, be vetted through the board of directors before sold. Director Trotter appreciates the board being kept in the loop. Director Voboril made a motion to accept Policy #3080. Director Waterman seconded the motion. All in favor, motion carried.
14. **District Firearms Policy #3075:** Chief Layne stated that this is derived from complaints that were made and this follows an employee directive that was handed out. This is a stand-alone policy from the Work Place Violence Policy. He explained that this is a compilation from 3 to 5 other fire department policies. Director Waterman made a motion to accept the policy as to be enforced as of now. Director Voboril seconded the motion. All in favor, motion carried. More discussion from Director Waterman asking that this policy be reviewed by the District's Attorney.
15. **Correspondence:** none
16. **Comments:**
 - a. Directors: Director Trotter stated that there will probably be a meeting next Tuesday and thanked all the committees for their hard work.
17. **Adjournment:** Director Trotter made a motion to adjourn at 4:02pm. Hearing no objections, meeting adjourned.
Cheryl Johnson, CPUD Clerk to the Board. Approval of Minutes 