

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

**Minutes of Regular Meeting:** October 16, 2018 at 3:00pm. Located in the Chester Public Utility District conference room: 251 Chester Airport Road.

**Directors Present:** Wes Scott, Stephen Voboril, Steven Trotter, and Ben Thompson.

**Directors Absent:** Vacancy

**Guests Present:** 1

**Staff Present:** 5 CPUD/CFD employees and volunteers.

1. **Call to Order:** Director Scott called the meeting to order at 3:00pm.
  - Director Scott led the Pledge of Allegiance.
2. **Board Seat Appointment:** Director Scott stated that as Personnel Committee, he and Director Trotter interviewed 4 candidates for the vacant seat. The committee's recommendation to the board that they appoint Mr. Brian Layne. Mr. Layne stated that he is married with 2 children, and retired from Cal Fire. All in favor to appoint Mr. Layne. GM Motzkus swore in Mr. Layne and the Oath of Office was signed. Director Layne took his position at the board table.
3. **Agenda Approval:** Director Trotter made a motion to accept the agenda with no changes. Director Thompson seconded the motion. Aye votes: Directors Scott, Voboril, Trotter and Thompson. Abstain: Director Layne. Agenda approved.
4. **Closed:** None
5. **Reconvene:** N/A
6. **Report on Closed:** N/A
7. **Public Comment Non-Agenda Items :** None
8. **Approval of September 18, 2018 Regular Meeting Minutes:** After a brief discussion, Director Trotter made a motion to accept the minutes as written. Director Voboril seconded the motion. Aye votes: Directors Scott, Voboril, Trotter and Thompson. Abstain: Director Layne. Minutes approved.
9. **Approval of July and August 2018 Financials:** Director Scott asked why we wrote a check to EAN, and who were they. Clerk to the Board, Cheryl Johnson stated that this was Enterprise Car Rental, most of which we will be reimbursed for by the CFAA agreement. Director Trotter asked about the damage to the fence at Well 5. GM Motzkus stated that it was not a large enough of a repair to do an insurance claim, as it didn't meet the deductible. Director Trotter made a motion to accept the financials. Director Voboril seconded the motion. Aye votes: Directors Scott, Voboril, Trotter and Thompson. Abstain: Director Layne. Financials approved.
10. **General Manager's Report: by Frank Motzkus: (Exhibit A)**
  - SWRCB was submitted more information by us just today. We should know by the middle of November if we are awarded the 550K planning grant for finding sewer collection system needed repairs. This would include digital mapping of the collection system. This is not a construction grant if issues are found by their cameras, just fact finding.
  - Investment committee update will be discussed further on agenda item #13.

- The paint and maintenance on both buildings are complete and is pleased with the outcome. More damaged boards were found, and flashing was added to avoid future water damage.
- 198 Main St. lease will be discussed further on agenda item #14.
- Radio meter project paperwork has been submitted to Upper Feather River IRWMP. Their next meeting is 11-2-18, we should know soon if there is funding available for this project.
- Still waiting for the registered voters list from Plumas County for names and addresses. When this is received, we will mail out the new fire assessment survey created by Director Scott.
- Calculated costs for delivering water and to treat waste water in 2017 was \$2.30/1000 gallons for water and \$1.50/1000 gallons for waste water.
- Lead Supervisor Clint Tissot is working with Medora Corp in replacing the current Solar Bees with new mixers called GridBee as part of a buy back program at no cost to the district. We believe the no cost is to keep them as the leader in their industry.
- There have been a few inquiries as to some properties at Martin Ranch and whether or not they are annexed into our district already. Higgins is selling off some of their acreage. District boundaries were confirmed by boundaries map and county records.

**11. Chief Report by Captain Dean: (Chief Waterman absent)**

- FEMA grant denied for Fire prevention and Education
- SAFER Grant, still waiting to hear if awarded. Applied for 2 full-time firefighters.
- AFG Mini Grant for new fire hoses will cost the District \$2200.00 of \$46214.00 if awarded.
- AFG grant for a New Type 3 Engine will be 430K, with district cost of 20K if awarded.
- Volunteer Fire Assistance Grant, we were awarded 14 sets of wild land gear worth \$9800.00 costing the district only \$4909.91.
- Applying for AED Grant = zero cost to the district.
- Fire Fighter 1 training still happening at drill.
  - PIO Lichti stated that Chester is now a FIRE WISE community. This could count as a home owners insurance discount, or maybe help with not getting your insurance cancelled because of the forested, rural area we live in. Many insurance companies are backing out of California. The next step for the Fire Wise committee is to get homes fire wise as per the state's standards. Also, to get folks ready with an evacuation plan.
  - Director Scott stated that the last Green Waste day will be October 20<sup>th</sup>. "Just sayin'."

**12. Public Comment, Agenda Items: None.**

**13. Investment Committee: Steve Trotter and Steve Voboril:** Director Trotter stated that the 400K CD was opened at Plumas Bank with a 12-month term at .95%. The LAIF funds of 63K were moved to Plumas Bank. The Tri-Counties CD option is not going to happen, as the rates we were quoted were not for Public Funds and were much lower than what we were given at Plumas Bank. In March the committee will see if there are more funds available to invest. Chief Waterman presented the committee with the 2 years of O&M for the Fire Department that is earmarked in the 500 account. Director Voboril wants CPA, Mary Cheek to come to the next board meeting to relook at allocations.

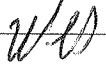
**14. 198 Main Street Lease Agreement Update:** GM Motzkus stated that he met with Father Foos and he can only afford to pay \$500.00 in rent, as he is losing students. Father Foos is interested in buying the building, as he has investors, or he is interested in a property swap. The lease is going to stay month to month. Director Trotter wants the "first right to purchase" struck from the lease located in item #7. Director Trotter made a motion to start and ad hock committee to research the properties worth, potential sale, and potential note carrying. Captain Dean reminded the board

that having 2 stations in town is a part of the ISO rating. Director Scott mentioned that we are lucky to have a renter, as there are close to 40 store fronts in town that are empty. Director Scott volunteered to be on the committee with Director Trotter. Director Layne seconded the motion. Aye votes: Directors Scott, Voboril, Trotter and Layne. Abstained vote: Director Thompson. Motion passed 4 to 1.

15. **Facility Exterior Maintenance and Paint Update:** GM Motzkus stated that the work was completed on both buildings, and he was very pleased. More damage was found on the fascia boards, so they were replaced and flashing was installed for future protection.
16. **Correspondence:** White Hawk Construction letter to the board asking why we didn't proceed with the project. Director Scott will craft a response letter.

17. **Comments:**

- **Staff:** Director Layne was thanked for stepping up and was asked of his board experience to plan for his board training.
- **Directors:** none.

Director Scott adjourned the meeting at 3:46pm.  
Cheryl E. Johnson, Clerk to the Board  
Approval of Minutes  \_\_\_\_\_