

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

**Minutes of Special Meeting:** July 17, 2018 at 3:00pm. Located in the Chester Public Utility District conference room: 251 Chester Airport Road.

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

**Directors Absent:** None

**Guests Present:** 7 guests. 2 speakers from SCI Group, 2 from Plumas Bank, Supervisor Thrall, a Community Member, and Chester Progressive Rep. Stacy Fisher

**Staff Present:** 4 CPUD/CFD employees and volunteers.

1. **Call to Order:** Director McIntire called the meeting to order at 3:00pm.
  - Director McIntire led the Pledge of Allegiance.
  - Agenda approval: Director Trotter made the motion to approve the agenda with no changes. Director Voboril seconded the motion. All in favor, motion carried.
  
2. **SCI Group: Survey Results:** Presenters Valerie & Melanie.
  - Recommended to not move forward with Measure at this time.
  - Suggested getting more Voter/Assessor data.
  - About 1200 Surveys mailed on 5/29/18.
  - 19.6% return rate. Average is 20-22%.
  - Proposed increase \$271 Single family.
    - \$216 per Un-improved parcel.
    - \$.35/ Commercial Sq. footage.
  - Rate increase based on District Financial budget & Community Demographics.
  - Only 1 rated tested.
  - 26.3% showed support of the proposed increase.
  - Ages 40-49 were the highest group to respond at 44.4%.
  - Sunset Clause may help escalation.
  - Their recommendation – Start outreach in Community soon.
    - Consider rate reduction.
    - Wait a few years
    - Macro level changes as part of total change.
  - Chester is not alone. Anderson, Tahoe as well as North Monterey County went for Survey, only one is moving forward with a revised increase.
  - Stacey Fisher wanted to clarify that the increase is \$271.00 over the current \$95.00.
  - A public member questioned SCI on how they came up with the formula for commercial property. SCI responded and no further questions were asked.
  
3. **Plumas Bank :** Tracey Smith Branch Manager & Jason Layland from Fortera Capital
  - Tracey spoke and stated that she was looking forward to having us look at some products. She has tiered C.D.'s, all FDIC insured. May be able to look at rates.
  - Wants opportunity to look at dollar figures and terms, etc.
  - Jason with Foretera has experience working with other Districts.
  - Has access to Municipal bonds, brokered cds & can ladder through other companies to get a better rate.
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4. **Closed Session :** None
5. **Reconvene from Closed Session :** N/A

6. **Report on Closed Session:** N/A
7. **Public Comment:** Non Agenda Items: None
8. **Approval of June, 19 2018 Regular Meeting Minutes:** Director Voboril made a motion to accept the minutes. Director Thompson seconded the motion. All in favor, motion carried.
9. **Approval of the June 2018 Financials:** Director Trotter had questions regarding checks written to Greg Einhorn. Question answered. Director Voboril also had questions regarding the Fire Budget. & the Statement of Activities. GM Motzkus answered all questions. Director Trotter made a motion to accept the financials. Director Scott seconded the motion. All in favor, motion carried.
10. **General Manager's Report: by Frank Motzkus** GM Motzkus stated that we haven't heard anything from SWRCB Finance Division on Sewer grant. Well #5 was repaired just in time for 4<sup>th</sup> of July. Stationary Engineers Local 39 sent a letter regarding the Supreme Court decision that Agency fees are unconstitutional. Our Rep will let us know when they are ready to open negotiations on changing the MOU's. There was a Plumas County General Manager's meeting held here with 9 attendees on 6/27 discussing topics and sharing information that may help us manage our District's better. Next meeting is 9/12/18. Andy's last day was 6/28/18. The Elks Lodge hosted us for the party and was well attended. A BIG THANK YOU to everyone that helped. The Seasonal Worker position closed on 7/13/18 at 3:00pm. At closing only 1 application was submitted. A decision will be made by the end of the month. 8 agencies were contacted regarding their Mueller radio meters & Network Operations Center. 3 responses received which were included in the packets. A Plumas County Special Districts Assoc. Quarterly meeting will be on 8/15/18.
11. **Fire Chiefs Report: By Joe Waterman.** Chief Waterman stated that the OES Water Tender had been out a few times, one for the Lane Fire, the other to the Klamathon Incident. Karen went out as a Line EMT, as well as a Fire line Ambulance with 4 staff & a chase vehicle. A few IMT staff have gone out as well. FireSafe program keeps moving forward with Community Outreach and continued meetings and conference calls with CalFire, SPI & other District Chiefs. Still owed monies from last year, but bulk has been received. SPI owns property for a fuel break. GEMT audit for FY14/15 under way. Most likely will continue as long as we participate in the program. Volunteer training is still ongoing with State Fire Marshall curriculum in mind.
12. **Public Comment: Agenda Items:** No public comment
13. **Resolution #402 amending #364: Credit card use & limits:** An employee list with limits was provided. No Questions. Director Thompson made a motion to accept the revise Resolution. Director Scott seconded the motion. All in favor, motion carried.
14. **1987 Ford Truck – Surplus vehicle:** Asking board to move this vehicle to surplus so it may be sold to a local contractor interested in it. Clint stated it had been on blocks since 2004 & has no motor. Director Trotter made a motion to move the vehicle to surplus property. Director Thompson seconded the motion. All in favor, Motion carried.
15. **Resolution #398: CPUD Investment Officers.** GM Motzkus said that he as Financial Officer and Director Trotter as Treasurer to the Board should be on the Committee. Director Trotter made a motion, Director Voboril seconded. All in favor, motion carried. Director Trotter made a motion to a standing committee. Director Voboril volunteered. Director Voboril seconded. All in favor, motion carried.
16. **Radio Meter Bid Award & Financing:** GM Motzkus stated that there were several ways we could go for financing. Half could come from the 300/500 accounts (or combos of other accounts), paying back the reserves, or Private lending. Director Scott asked about Term of Depreciation? 20

years & to be not over 20 years. He also stated he did not want to use contingency. Director Voboril doesn't see it being good with Districts current situation. Chief Waterman stated that he would be okay with suggestions above 2 year contingency. Clint stated that there would be increased accountability with these meters as they are more accurate. There was discussion of doing sewer repairs over the meter project. Director Thompson stated debt isn't fiscally responsible. Director Voboril made a motion to drop project. Director Scott made procedure question & changed motion to approve project and vote. Director Thompson seconded the motion. Director Thompson - aye, Directors Scott, Voboril, McIntire & Trotter opposed. Motion declined.

17. **Audit Bid results:** GM Motzkus stated that 10-15 auditors were contacted. He recommended that RW Johnson be awarded the bid as Frank has prior history with him and he has a low overhead. Director Trotter made a motion to accept bid. Director Voboril seconded the motion. All in favor, motion carried.
18. **Facility Exterior Maintenance & Paint RFP:** GM Motzkus stated we got 2 bids. One from Northern California Painting for both buildings at \$45,500 includes stain at 251. H.B. Restoration Inc.'s bid was 49,000 for paint at 251 & 61,500 for stain at 251. Director Scott would like the Wells put on a maintenance schedule. Director Trotter questioned the discrepancy in price, also wanted to know exact materials to be used. References requested? Also any warranty? Director Thompson made a motion to table, Director Trotter seconded. Director Scott stated no need to table, no vote was necessary. Requested to send out for bid with more information.
19. **Clerical MOU: 2018-2020.** GM Motzkus stated that an update was made to the Administrative MOU from language that had been carried over from the Fire MOU. Article 1. Admin days were changed & vacation day accrual updated. 75 hours were given to the Office Manager and 25 hours to the Secretary. Not the full 300/75 due. MLK Day was added as a Holiday, along with an additional floater. An additional educational allowance was added at \$150.00/month for an Administrative Assistant course, or obtaining a degree. 457 was matched. GM Motzkus proposed approval of the MOU. Director Scott made a motion. Director Thompson seconded the motion. Director Voboril questioned who pays 457. GM Motzkus responded. No further discussion. Director McIntire, Thompson & Scott Ayes. Directors Trotter & Voboril opposed. Motion carried.
20. **Resolution 2018-01: Collection of Charge on Tax Roll** GM Motzkus stated that this had to do with the ongoing collection of annual property taxes. Director Trotter made a motion to accept Resolution. Director Thompson seconded. All in favor, motion carried.
21. **Correspondence:**  
Ballot Initiative #17-0050 was withdrawn on 6/29/18 by its proposers.  
Page 1 of the 2018-2019 budget was corrected & replaced.
22. **Comments:**  
**Directors:** Director Voboril inquired about street lights based on rumors that the Road Department was no longer going to pay. Supervisor Thrall stated that Quincy & Crescent Mills voted it down Frank suggested that the Board of Supervisors form a committee. The District would like a formal notification on whether we would receive reimbursement. Director Trotter suggested that possibly the HOA's may take on the fee.  
**Staff:** Chief Waterman apologized about interjecting about MOU. Suggested having a Board Workshop to get everyone on the same page.
23. **Adjournment:** Director Voboril motioned to adjourn the meeting at 5:00pm  
Kelly M. Sanders, Clerk to the Board  
Approval of Minutes 