

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

**Minutes of Regular Meeting:** April 4, 2023, at 5:30pm. Located in the Chester Public Utility District conference room: 251 Chester Airport Road.

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

**Directors Absent:** Art Tharpe

**Guests Present:** 4

**Staff Present:** 4

1. **Call to Order:** Director Voboril called the meeting to order at 5:30pm.
  - a. Director Voboril led the Pledge of Allegiance.
  - b. Director Voboril acknowledged all members, except Tharpe, are in attendance.
  - c. Agenda Approval: Director Graffweg made a motion to accept the agenda with no changes. Director Green seconded. All in favor, motion carried.
2. **Public Comment Agenda Items:** none.
3. **Meeting Minutes**
  - a. **March 7, 2022, Regular Meeting Minutes:** Director Green made a motion to accept the minutes as presented. Director Graffweg seconded the motion. Directors Green, Graffweg and Voboril ayes. Abstain Director Raker. Absent Director Tharpe. Motion carried; minutes approved.
4. **February 2023 Financials:** GM Cox presented the financials on the big screen.
  - Several 100K in ad volarem and special taxes held up with Plumas County. They notified us that the check is in the mail, while in this board meeting through GM Cox's email.
  - 87K Dixie Settlement went to Fire Fund, just to get it into the bank. Finance Committee to discuss allocations further.
  - He asked the Finance Committee to begin budget conversations. He would like Preliminary budget ready by June.
  - A public member made a few inquiries about some items within the financials. He was answered to his satisfaction.Director Green made a motion to accept the February financials. Director Raker seconded the motion. All in favor, motion carried.
5. **Foster & Foster OPEB Study:** By Rep. MaryBeth Redding, present by zoom.

- Explained Terms such as normal costs, actuarial liability, unfunded liabilities, etc.
- Explained what CPUD/CFD currently has as far as how many employees are receiving medical benefits and retirees.
- Explained how to reduce OPEB liability by prefunding in a trust, as well as setting dollar amount limits and making policy changes for new hires. Explained that bargaining plays a role for existing employees.
- Gave many scenarios on prefunding, charts were presented.
- Finance Committee to research this further.

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

- Water & Wastewater insurance renewed up \$8800.00.
- Kelly has promising leads on getting back into risk pools, if so lots of resources would be available.
- Fire Insurance not due for a few more months.
- GM Cox wants to bring in an auditor to look at the Plumas County tax delegations.
- Next month we need to have a serious talk about strategic decisions/planning regarding financial issues.
- Still looking for Fire Captains.
- Draft audit received. Looks good.
- Holiday Pay audit, waiting for PERS to reach out, as they canceled our scheduled phone appointment.

**7. Fire Chief Report: by Adam Cox (Matthew Balzarini, absent)**

- New hire, Fire Fighter Paramedic, Lane Gomes.
- Still need a 3<sup>rd</sup> Captain. We need to have 6 fulltime staff scheduled to have full ambulance coverage.
- Both Ambulances still out of service. Borrowing PDH ambulance in the meantime.
- Applied for SAFER Grant and asked for 3 Fulltime Fire Fighters for 3 years.
- Call report included in board packet.

**8. Utility Operations Manager Report: by Allan Homme**

- Justin is taking D2 test in Redding this week.
- Feather River Dr. homeowner sewer extension project, owner funded.
- Vision lake lift station level sensor failed.
- Looking for a seasonal employee, starting to do tours and interviews.
- I&I not an issue currently.

**9. Local Union Representatives:**

- Local 5317/Chester Professional Firefighter's Association (CFD Safety)** no comments
- Local 39/ Stationary Engineers (CPUD Misc.)** no comments.

- 10. Resolution #410: Credit Card limits:** GM Cox stated that this is just an amendment of a housekeeping item due to personnel changes. Director Raker made a motion to accept the amendment of Res. #410. Director Graffweg seconded the motion. All in favor, motion carried.
- 11. Create Ad Hoc Committee: RDN study:** After a brief discussion, it was decided to have the Finance Committee review the data instead and make a recommendation to the board.
- 12. Public Comment Non-Agenda Items:** A public member asked if the CPI water rate increase was still going to happen and will the Prop. 218 process be used. GM Cox stated yes to both.
- 13. Closed Session:** none.
- 14. Reconvene:** n/a
- 15. Report on Closed Session:** n/a
- 16. Correspondence:** none.
- 17. Comments:**
- a. **Directors:**
    - Director Raker stated that his schedule at work should calm down so that he can participate in more committee activities.
    - Director Green asked if anyone was going to Legislative days. No one is.
  - b. **Staff:** GM Cox wants meeting date and time to be on the next agenda. He also mentioned that the Open House will be coming back in June.
- 18. Adjournment:** 6:42pm, Director Raker made a motion to adjourn the meeting. Director Green seconded the motion. All ayes, meeting adjourned.

Cheryl E Johnson, Clerk to the Board

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