

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

Minutes of Special Meeting: September 28, 2021 at 10:00am. Located in the Chester Public Utility District conference room: 251 Chester Airport Road.

Directors Present: Steve Trotter, Steve Graffweg, & Steve Voboril.

Directors Absent: Royce Raker and vacancy

Conference Call: No amount of Public called in.

Guests Present: none

Staff Present: 6 CPUD/CFD employees and volunteers.

1. **Call to Order:** Director Voboril called the meeting to order at 10:00am.
 - a. Director Voboril led the Pledge of Allegiance.
 - b. Agenda Approval: Director Voboril requested that Agenda Item #6 have “and possible action” added. Director Trotter made a motion to accept the agenda with the requested adjustment. Director Graffweg seconded the motion. All in favor, motion carried.
2. **Public Comment Agenda Items:** none
3. **Closed Session at 10:03am: read verbatim by Director Voboril: Closed Session: District Council present by phone.**
 - a. **Gov. Code Section 54957: Public Employee Performance Evaluation: General Manager**
 - b. **Gov. Code Litigation pursuant to paragraph (1) of subdivision (d) of Section 54956.9: one case.**
4. **Reconvene:** 12:00pm
5. **Report on Closed Session:** by Director Voboril
Received guidance from district council on a. and b. and replaced Joe Waterman with Steve Graffweg as negotiator.
6. **Checking Account and Policy:** Director Voboril stated he couldn't find anything on his flash drive. Chief Layne stated that it's driven by bank policy. Director Voboril stated that there isn't much we can do right now other than give Allan guidance until we come up with a policy on spending checks over \$3000.00 that the General Manager and a Board Member be the 2 signers. After statement above and no other discussion, Director Trotter made a motion for the signers on items over \$3000.00 be signed by the General Manager and a Board Member. Director Graffweg seconded the motion. All in favor, motion carried.

7. **Comments:**

a. Directors: Director Trotter said they were talking about having another special board meeting Tuesday. Director Voboril stated he has to meet with Mark on that day in the afternoon. It was agreed that Voboril will work with Allan to set an agenda for 10:00am Tuesday 10-5-2021. One topic will be the possible appointment of a new board member, stated by Director Trotter. Director Trotter would like Allan to get with new and any current board members that need to, take a tour of the district. Cheryl tracks the mandated trainings.

b. Staff: Stated that the Brown Act COVID relaxed rules regarding calling in without the need of posting the agenda at the place you are calling from and noting it on the agenda that a board member will be calling in, ends September 30th.

8. **Adjournment:** Director Trotter made motion to adjourn the meeting at 12:08pm. Director Graffweg seconded the motion. All in favor, meeting adjourned.

Clerk to the Board, Cheryl Johnson

Approval of Minutes 