

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

Minutes of Regular Meeting: September 18, 2018 at 3:00pm. Located in the Chester Public Utility District conference room: 251 Chester Airport Road.

Directors Present: Wes Scott, Stephen Voboril, and Steven Trotter. (Ben Thompson arrived at 3:28pm.)

Directors Absent: Vacancy

Guests Present: 1, Stacey Fischer a Chester Progressive Rep.

Staff Present: 8 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.
 - Agenda approval: No change agreed by all.
2. **Closed:** None
3. **Reconvene:** N/A
4. **Report on Closed:** N/A
5. **Public Comment Non-Agenda Items:** PIO Lichti stated that she is ordering CFD Sweatshirts and has order sheets if any staff are interested. GM Motzkus introduced Matt Ackley as this year's seasonal worker.
6. **Approval of August 21, 2018 and August Regular Meeting Minutes:** Director Trotter made a motion to accept the minutes as written. Director Voboril seconded the motion. All in favor, motion carried.
7. **Approval of July and August 2018 Financials:** After a brief discussion about a couple of checks and deposits, Director Trotter made a motion to accept the financials as Revised for July and then August as presented. Director Voboril seconded the motion. All in favor motion carried.
8. **General Manager's Report: by Frank Motzkus: (Exhibit A)**
 - No news from SWRCB regarding the sewage collection system grant.
 - Been working with CPUD Investment committee, agenda item #11.
 - RFP for paint and maintenance will be discussed, agenda item #15
 - Meet next Tuesday with Father Foos regarding lease changes.
 - 4 letters if interest were submitted the board vacant seat, discuss agenda # 14.
 - Water meter project information has been submitted to Upper Feather River Integrated Water Management Plan. The DWR is getting ready to solicit applications for this type of funding,
 - Digital Path lease is up in 2020. GM Motzkus is looking into possibly changing to digital path or receiving a fee for them to have antenna on our roof.
 - PERS Rep. coming tomorrow to talk to Staff regarding retirement planning.
 - LAFCo meeting October 15th in PC Board of Supervisors Chambers at 10am.
9. **Chief Report: Presented by Joe Waterman: (Exhibit B)**
 - He is looking at possibly purchasing a used ambulance for under 80K. For now, still researching.
 - Medicare write downs were \$24,358.00, MediCal were \$14,384.00.
 - Our Staff has provided 2263 days of service this year to wild land fires. He thanked Chris, Cheryl and Kelly for their commitment to this task.

Director Scott asked if there was a program to the schools to try to get more volunteers. PIO Lichti will get in touch with the schools.

10. Public Comment, Agenda Items: None.

11. Investment Committee: Steve Trotter and Steve Voboril

- Director Trotter mentioned that they have met about 5 times.
- LAIF is not secured by FDIC.
- Plumas Bank sweep account should be lowered to 150K, rather than 300K currently.
 - Tracey Smith at Plumas bank is waiving many fees for us currently, and is willing to wave more plus the cost of all check orders.

- *Director Thompson arrives 3:28pm)*

Director Trotter made a motion that the LAIF money plus money from the sweep account to equal 100K get moved to Tri Counties in a 18 Month CD at 1.75%, to open a 400K, 12 month CD at Plumas Bank for 1%, and to lower the working balance in the sweep account at Plumas Bank to 50K. Director Voboril seconded the motion. Further discussion: Director Trotter would like to know the 2 years of Fire O and M that needs to be earmarked. Chief Waterman to get him those figures. Director Scott, Voboril and Trotter voted AYE. Director Thompson abstained from voting. Motion passed 3 to 1.

- 12. 198 Main Street Lease Agreement:** GM Motzkus stated that he meets with Father Foos next Tuesday. He will report to the board at the next board meeting. The current rent proposal is \$2700.00 per month. Director Trotter wants to see a no alcohol policy, the liability insurance increased, and inspection verbiage add to the agreement. Director Trotter stated that those were only his opinions, not that of the board. No Action taken.
- 13. Fire Department Follow-up by Director Scott:** Director Scott presented a letter that would be addressed to the registered voters that he had crafted. The letter is also a survey asking the public what they think is a fair increase in property taxes, with choices available. This is just an information finding letter, as he was not happy how SCI Group rolled out the last one. Director Voboril stated that the neighbors he had talked to said they are against any increase because they say CPUD doesn't do enough to curb costs and that the information on the letter is faulty. Chief Waterman's stated that the information stated on the letter was received directly form the Basin Chiefs. After a brief discussion regarding PR being better, and public education being better, it was suggested that we participate in the Public Supper program and have public meetings. The letter was edited to remove the \$30.00 increase option and remove the deadline date. Director Trotter made a motion to send out the survey letter with suggested changes. Director Thompson seconded the motion. Director Scott, Thompson and Trotter voted AYE. Director Voboril abstained from voting. Motion passed 3 to 1.
- 14. Board Vacancy Letters of Interest:** Director Scott restated that there are 4 letters of interest submitted. Director Trotter and Scott are the personnel committee. They will develop a process for interviews and rating. GM Motzkus will put together an interview schedule.
- 15. Facility Exterior Maintenance and Paint RFP:** GM Motzkus stated that HB Restorations were the low bidder. After a brief discussion, Director Trotter made a motion to accept the HB Restoration Bid to do all work for both facilities. Director Voboril seconded the motion. All in favor, motion carried.
- 16. Correspondence:** none.

17. Comments:

- **Staff:** Medic Matt Turner thanked the board for not letting the assessment fall flat. EMT Ryan Johnson suggested door to door public education. Chief Waterman stated that questions would be better fielded at a community meeting. PIO Lichti stated that the special assessment passed last time because of a citizens committee that was formed and passed out flyers.
- **Directors:** none.

Director Scott adjourned the meeting at 4:05pm.

Cheryl E. Johnson, Clerk to the Board

Approval of Minutes

