

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

Minutes of Regular Meeting: August 15, 2017 at 3:00pm. Located in the Chester Public Utility District conference room: 251 Chester Airport Road.

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

Directors Absent: Vacancy

Guests Present: 1, includes Stacy Fischer, a Chester Progressive Rep.

Staff Present: 7 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: Director McIntire made the motion to approve the agenda with no changes. Director Thompson seconded the motion. All in favor, motion carried.
 - New District Secretary, Kelly Sanders and new Seasonal Full Time Maintenance Worker, Liam Bengaard were introduced. All welcomed them to the CPUD team.
2. **Closed Session:** none
3. **Reconvene from Closed Session:** n/a
4. **Report on Closed Session:** n/a
5. **Public Comment Non-Agenda Items:** None.
6. **Approval of July 18, 2017 Regular Meeting Minutes:** Director Trotter made a motion to accept the minutes as written. Director McIntire seconded the motion. All in favor, motion carried.
7. **Approval of July Financials:** Director Trotter asked about the Bad Debt column. Cheryl Explained that this was the half of the Credit Bureau receivable that we will not ever receive. This was created to show transparency. Director Trotter asked that changes made to the financials my Mary Check or Management maybe be highlighted. Director Trotter made a motion to accept financials. Director Thompson seconded the motion. All in favor, motion carried.
8. **General Manager's Report: - (Exhibit A)** GM Motzkus stated that he will have a Health Benefits package for the board to review at the next meeting.
Union Negotiations for the Safety MOU were held up, as Chief Waterman is on vacation.
Broussard Annexation, CPUD will get 7% of the tax increment and still waiting for LAFCO.
Working with SCI Group to discuss helping with special assessment for Fire Dept.
CSDA Special Districts Governance Best Practices Training in Quincy 8-16-17.
Allan Homme will be taking his Grade 1 Waste Water test October 15th.
Working with Kahlen Group and Spacial Wave to submit a planning grant to SWRCB for upgrading the waste water collection system.
9. **Fire Chief's Report: - (Exhibit B).** Presented by Captain Dean as Chief Waterman is on vacation: Captain Dean explained that the OES Water Tender has been out on multiple fires giving WT32 a good reputation.
The ambulance has been at the Prison and should meet the maximum days as a rental: 49 days for 100 per day.
Captain Dean and Kelly Sanders will be attending GEMT training.
Haven't heard from the FEMA Grant yet.

We will be receiving 55 thousand from Collins Pine for 46 SCBA bottles, 10 Seta of Turnouts. VFA Grant will be a 50-50 splits of 9387.12 to replace all the radios, upon approval.

10. Public Comment: Agenda Items: None.

11. Policy 3020: Budget Prep: GM Motzkus stated this says that the GM shall put together a budget for board approval at a public hearing. Director Trotter accepted the Policy as written. Director McIntire seconded the motion. All in favor, motion carried.

12. Policy 3025: Operation Reserves: GM Motzkus would like to see the amounts in reserves in the following manner: Water: 2 months equal to operating expenses. Waste Water same aa water. EMS and Fire: equal to 3 months daily operational expenses. Use of reserves would require prior approval from the board. After a brief discussion, Director Trotter made a motion to accept the policy as written. Director Thompson seconded the motion. All in favor, motion carried.

13. Resolution 393 -VFA Grant Acceptance: Director Scott stated again that this would be matching grant of around 9 thousand discussed earlier in Captain Deans report. These funds will be taken from the 400 accounts. Director Trotter made a motion to accept the grant. Director McIntire seconded the motion. All in favor, motion carried.

14. Correspondence: none

15. Comments:

- A) **Directors:** Lake Almanor Basin Consolidation meeting 8-31-2017 posted online, on front door and at post office. Dale Knutsen and Sherrie Thrall will also be present.
- B) **Staff:** none

Director Scott adjourned the meeting at 3:30.
Cheryl Johnson, Clerk to the Board.
Approval of Minutes _____