

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

Minutes of Regular Meeting: April 18, 2017 at 3:00pm. Located in the Chester Public Utility District conference room: 251 Chester Airport Road.

Directors Present: Greg McIntire, Ben Thompson, and Steve Trotter. Wes Scott (arrives 3:33pm)

Directors Absent: Vacancy

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

Staff Present: 5 CPUD/CFD employees and volunteers.

1. **Call to Order:** Director McIntire called the meeting to order at 3:10pm.
 - Director McIntire led the Pledge of Allegiance.
 - Agenda approval: Chief Waterman asked if he could add, “Bargaining Team for Local 39 Negotiations. Director Trotter made a motion to accept the agenda with the addition. Director Thompson seconded the motion. This will be added as #14. All in favor, agenda approved.
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 March 21, 2017 Regular Meeting Minutes:** Director Trotter made a motion to accept the minutes as written. Director Thompson seconded the motion. All in favor, motion carried.
7. **General Manager’s Report: - (Exhibit A)** GM Motzkus stated that the new CPUD vehicle should be here within a week or so.
The spare pump for 4th Avenue Lift Station arrived.
Myrtle St. Sewer replacement has begun. The crew hit ground water at 9’, our pipes sit at 12’. They had trouble finding the lateral to Plumas Bank. The project should take about 2 weeks to complete. He advised the Board to go to by the project site, but identify themselves, to check out the progress.
Still waiting for Craig Settlemire with Plumas County Council for the Broussard Annexation. If the secretary or the seasonal position is filled with someone through the Business and Career Network, they may pay for 6 months of their salary. They are grant funded.
GM Motzkus is working with Andy Capella on Capital Reserves.
8. **Fire Chief’s Report: - (Exhibit B).** Chief Waterman stated that the association raised enough money at the spaghetti dinner for 1 full set of gear.
He declined to have us enter into Cal Fire’s new lot inspection program. We will start inspecting lots May 1st using our current forms. He will have PIO Lichti do some community outreach regarding what we will be looking for, pine needles, dead tree etc. After the first notice goes out, the lots will be re-inspected again in 30 days.
The Volunteer program is getting more effective, lots of good ideas. Basic training needs are being recognized.
Cal Fire will not be renting out our upstairs this year. Maybe in a couple years.
Swift Water training and Hazmat Training coming soon.
Chief Waterman would like to replace the Red Expo with another vehicle, maybe use the GSA site. Cost would be about \$8000.00. He would sell the current Expo.

9. Public Comment: Agenda Items: None

10. 2017-2018 Salary Survey: Resolution 391: Chief Waterman stated that this is done annually for our admin rate. This compensates CFD for the cost of sending employees out to any emergency, Wild Land Fires, etc.

Director Scott arrives @ 3:33pm

Director Trotter made a motion to accept Resolution 391. Director Thompson accepted the motion. All in favor, motion carried.

11. Board Vacancy: Director Scott said he looked at the list that the staff had put together from last meeting. He approached 3 of the folks, they are thinking about it. GM Motzkus stated that he will post the notice in the paper next week. He will hopefully have some letters of interest my next board meeting. The only qualification is that the candidate be registered to vote in the district.

12. Policy #2325: Seasonal Maintenance Worker Job Description: After a brief discussion it was decided that the only required qualifications needed are a High School Diploma or GED and a valid California Driver's License. GM Motzkus stated that a normal year seasonal would be from April through October, but this year we are getting this flown out a bit later. Director Trotter made a motion to accept the policy. Director Thompson seconded the motion. All in favor, motion carried.

13. Fiscal Year 2017/2018 Budget: Operations and Maintenance: GM Motzkus explained that he derived at the figures by reviewing past audits and spending history. He asked the board to recognize the shortfalls of the Water and the Fire columns until the rate studies are completed. Water shows 182K spent more than what was brought in, and Fire shows 640K spent more than what was brought in. Directors Scott and Trotter are on the Budget Committee and will make an appointment to go over the spreadsheets. Director Scott wanted to spend some time with reviewing it. GM Motzkus stated that the total budget is on schedule to be finalized at the May board meeting, and post in the paper in June before the July 1st due date. No action taken.

14. (added): 2017 Local 39 Negotiations Bargaining Unit: Chief Waterman recommend to the board to have one board member and GM Motzkus and himself to be the negotiating team. After a brief discussion, Director Scott volunteered to be on the team with GM Motzkus and Chief Waterman. Chief Waterman will be in touch with dates.

15. Correspondence:

- Chief Waterman presented a letter to the board from a disgruntled patient regarding her husband's ambulance billing. The call was dispatched as a lift assist. Those sometimes turn into more, like in this case. The Medic did a patient assessment and wanted to take the man to the hospital. His wife asked that they wait just a bit for him to start feeling better. He was diabetic. He was not transported. Medicare will not pay if the patient was not transported. The patient's wife mailed a donation for \$250.00 to the Chester Fire Volunteer Association, but does not want to pay her husband's ambulance bill. After a bit more discussion, Director Trotter made a motion for Chief Waterman to accept nothing less than 40% and to work with the patient regarding a payment plan. Director Thompson seconded the motion. All in favor, motion carried.

16. Comments:

- A) **Directors:** Director Scott apologized for being tardy to the meeting.
- B) **Staff:** none.

Director Scott adjourned the meeting at 16:05.

Cheryl Johnson, Clerk to the Board.

Approval of Minutes _____

