

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

**Minutes of Regular Meeting:** June 28 2022 at 5:30pm. Located in the Chester Public Utility District conference room: 251 Chester Airport Road.

**Directors Present:** Steve Graffweg, Kim Green, Art Tharpe, and Steve Voboril.

**Directors Absent:** Royce Raker

**Guests Present:** 0

**Staff Present:** 1

1. **Call to Order:** Director Voboril called the meeting to order at 5:30pm.
  - a. Director Voboril led the Pledge of Allegiance.
  - b. Roll call Attendance: Steve Voboril, Kim Green, Steve Graffweg & Art Tharpe.
  - c. Agenda Approval: Director Green made a motion to accept Agenda with no changes. Director Tharpe seconded. All in favor, motion carried.
  
2. **Public Comment Non Agenda Items :**
  - Public Member stated they looked at PERS website and actuarial reports are available and our UAL is in line with other Districts. Also heard rumors that Board wants to go Volunteer and could this be the concern for PERS Debit.
  - Another Public Member asked about the USFS lease. Would the lease be the whole building? Stated they were opposed. If the Board moving toward Volunteer only? Who would volunteer? Need long term solution, not short fixes.
  - A Public member had heard Forest Service moving into this building, is Chief Waterman being vindictive because of Vote of No Confidence. As well stating that lost \$100,000 because some forgot to pay Liability insurance.
  - Public Member stated that they support current arguments to leave FD in town and please do not defund the FD.
  
3. **Public Comment Agenda Items:** None
  
4. **Possibly Change Regular Meeting Times and Dates:** General Manager Cox stated he would like the meetings to be on the 4<sup>th</sup> Tuesday at 5:00pm. After more discussion of time, Director Graffweg made a motion to change the meeting to the 4<sup>th</sup> Tuesday at 5:30 pm. Director Tharpe seconded. Ayes: Tharpe, Green and Graffweg. Nays: Voboril. 3 to 1, motion passed.
  
5. **Meeting Minutes:**
  - a. May 24, 2022 Regular Meeting Minutes
  - b. June 14, 2022 Special Meeting MinutesAfter hearing no changes Director Tharpe made a motion to accept both sets of minutes as presented. Director Green seconded. All in favor, motion carried.

6. **May 2022 Financials:** GM Cox stated that many of the reports and pages have been removed due to duplication. He went over the Street Light fund and how in prior years it had balanced by water fund property taxes. Will come back in July with a plan for an Assessment District. Water/Sewer is okay with an \$87,000 excess. Fire is short about \$100,000. Sanitation is in the plus \$160,000. The Fire now listed as 400/500/600 combined shows a total year to date loss of \$55,000. He noted that there have been new columns added to all the Fund specific pages, Prior Year Actual, Year to Date and Budget YTD. Director Voboril brought up the Inner-Department Loan. After a bit of discussion it was determined that the Finance Committee should look at it. After no further discussion, Director Green made a motion to accept May 2022 Financials. Director Tharpe seconded. All in favor, motion carried.

- A Public Member asked if it's possible to notate where funds come from on the financials. GM Cox stated that we do track that.

7. **General Manager Report:**

GM Cox started by saying that most of Plumas County is facing hardships with Insurability. Many other Fire Departments are facing large increases as well. Even though there are lots of Insurance carriers, or Pools, most have the same re-Insurance parent company. The Board approved PACE to be our Engineer and have started the Drinking Water Planning Grant. The State Revolving Fund has more funding opportunities available. PACE has a preliminary plan to make improvements to the Wells, Tanks, SCADA, upgrading to radio meters, and even Solar. Expecting around \$24 million including inflation to 2027. 100% grant covered and possible 4 years to get started, as State Water Resources Control Board can take up to 18 months to approve design. GM Cox mentioned we have provided Baron and Budd who is leading a lawsuit against PG&E with information. He also mention the CSDA Annual Leadership Conference in August in Palm Desert. He would encourage the Board to go as it has great information geared towards Board Members and Special Districts. We can apply for scholarships as well to help with the costs. The District is moving forward with moving the FD back to this building. A recent ISO inspection still leaves the District at a Protection Class 3 with leasing 198 Main to USFS. The District boundaries are at the edge of the building. The District will focus on drills, inspections and community work. At the end of his report GM COX opened up for questions. Director Green asked if they just moved down there, and now move them back? GM Cox responded and stated they were here for roughly 10 years and stated there was no apparent reason to move. The District is trying to use its resources as best we can.

- A Public Member stated that Lease negotiations need to be agendized per Brown Act. Were negotiations prior with USFS on Agenda? GM Cox stated negotiations have not started yet.
- Public member stated they were on the Board out here upon consolidation because of the size. Other building is old and not up to standards. The former Chief had stated there'd be no additional cost, but public member thinks it's false.
- Public Member asked about response times.
- Public Member asked more about training.
- Public Member asked why did they move? Director Voboril stated the Fire Chief moved & the Board wasn't aware.
- Public Member stated that the Board doesn't seem to know who didn't pay insurance, or move FD.

- Public Member stated they were a professional FF in a city and stated they had 3 minutes to be on a call & 5 minutes at night. Response times are important.
- Public member asked why so hard to consider upgrades, response times, hydrants, etc. Fire money should be taken into consideration from other sources.
- Public member asked why there are no more volunteers?

**8. Emergency Services Report:** In Chief Waterman and Captain Dean's absence, GM Cox gave the report. CPUD was awarded an \$113,000 grant from The KBK Foundation to update our breathing apparatus.

Director Graffweg asked about who would run the Firewise Program. A Public member spoke up and said that a Committee has been formed. Another Public member advised to Contact Dale Knudsen.

- A Public Member asked about the Fire Chief job. GM Cox stated that we have had no applications and at a future meeting he would ask the Board to possibly revise the description and re-post.

**9. Local Union Representatives:**

a. Local 5317

1) None.

b. Local 39

1) None.

**10. Finance Committee Update:**

GM Cox went over the May 31, 2022 meeting stating that the Proposed Budget was covered. June 28, 2022 Finance Committee meeting was not held.

**11. Preliminary 2022-2023 Budget:** GM Cox went over the Draft and stated that we have until September to get final budget to the State. Once Assessment passed for Street Lights there should be a small reserve. The Water fund did not expend any money on approved Capital. Sewer Fund at \$100,000. Budget for Fire, Contract Fire & Ambulance is not combined. Strike Team Revenue should be used one time money used for one-time expenses, and not used in regular budgeted items. GM Cox then asked for the Board to approve the Preliminary Budget. Possible move to Finance Committee. Director Asked about OPEB. GM Cox stated that it was not included yet, however could have a future adjustment. He went on to add that PERS will reduce the percentage due when the yearly balance is paid up front in full. It would help with long term cost control. Director Green asked about Ambulance shortages and looking at ways to control those. Director Green made a motion to accept the Preliminary 22-23 Budget. Director Tharpe seconded. All in favor, motion carried.

**12. Ed Anderson Service Acknowledgment: Resolution #423**

GM Cox started that Mr. Anderson has formally retired as the District's engineer and asked for a formal resolution to honor his service. Director Tharpe made a motion to adopt Resolution #423. Director Graffweg seconded. All in favor, motion carried.

**13. Policy #3040: District Vehicle Use:** Item pulled till next meeting.

**14. CFAA Salary Survey 2022: Resolution #421**

GM Cox stated that OES processes our orders, paperwork and administers CFAA. He added that this Resolution adjusts our Admin Rate yearly. Director Green made a motion to accept Resolution #421. Director Tharpe seconded. All in favor, motion carried.

**15. Adjust Ambulance Billing Rates:** GM Cox presented a proposed rate adjustment to stabilize. Director Voboril would like to see the current rates before moving forward. Moved to next regular meeting.

**16. SUSP Engineering Proposal: Water and Wastewater Survey:** GM COX advised that a rate study is necessary in keeping Water/Sewer stay solvent. Looking for long term recommendation. Such as a possible increase on usage for curtailment. Currently there is a 3% maximum on water, sewer has none. The cost for both would be \$23,000.

- A public member asked regarding Street Lights GM Cox stated that it would probably go to a Protest Election. Another public member asked about the banners from Blue Star moms. Director Tharpe made a motion to accept proposal. Director Green seconded. All in favor, motion carried

**17. Closed Session:** read verbatim by Director Voboril: at 7:10 pm

a. Initiation of Litigation pursuant to Section 54956.9 of the Government Code.

b. Existing Litigation pursuant to paragraph (1), Subdivision (d) of Section 54956.9 of the Government Code.

i. Anthony Balbiani vs Chester Public Utility District

c. Labor Negotiation pursuant to Section 54957.6(a) of the Government Code.

i. Misc. Local #39

d. Personnel pursuant to Section 54957 of the Government Code.

i. Investigation of the situation that led to the Personnel and Insurance Issue, Public Employee Dismissal or Discipline.

**18. Reconvene:** 7:58 pm.

**19. Report on Closed:** Direction was given to management.

**20. Correspondence:** None

**21. Comments:**

**Directors:** Director Graffweg thanked all for coming.

**Staff:** None

**22. Adjournment:** Director Tharpe made a motion to adjourn at 8:00pm. Director Green seconded the motion. All in favor, meeting adjourned.

Approval of Minutes   
Clerk to the Board, Cheryl Johnson, Absent  
Kelly Sanders, District Secretary