

PLUMAS EUREKA COMMUNITY SERVICES DISTRICT

200 LUNDY LANE

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REGULAR

BOARD MEETING

MINUTES

August 10, 2022

9:00 AM

200 Lundy Lane

BLAIRSDEN, CA 96103

Board of Directors

Board Director Mark Shadowens

Board Director Steve Janovick

Board Director Russ Bowring

Board Director Todd Solomon

Board Director Don Fregulia

1. Call Meeting to Order

Chairperson Mark Shadowens called to order the Regular Board Meeting of Plumas Eureka Community Services District ("PECS D") at 0906 hours.

2. Approval of July 13, 2022, Regular Board Meeting Minutes

Motion to approve the July 13, 2022, Regular Board Meeting minutes as submitted.

This item was tabled due to a lack of a quorum.

3. Resolution 2022-3 Declaring an Emergency and Authorizing Emergency Repairs At A Sewer Lift Station Without The Solicitation of Competitive Bids

Motion to approve the Resolution 2022-3.

Motioned: Board Director Vice Chairperson Steve Janovick

2nd: Board Director Todd Solomon

All in Favor.

Aye –Chairperson Mark Shadowens
Aye - Vice Chairperson Steve Janovick
Aye – Board Director Todd Solomon

Absent – Board Director Russ Bowring
Absent – Board Director Don Fregulia

4. District Engineer Task Order 19 – General Services

The Board was presented with Farr West Engineering Task Order 19 by General Manager Jamar Tate. The Task Order is in the amount of \$15,000.00 and authorizes general engineering services for the 2022-2023 Fiscal Year.

Motion to authorize Farr West Engineering Task Order 19 not to exceed \$15,000.00.

Motioned: Board Director Todd Solomon

2nd: Vice Chairperson Steve Janovick

All in Favor.

Aye –Chairperson Mark Shadowens
Aye - Vice Chairperson Steve Janovick
Aye – Board Director Todd Solomon

Absent – Board Director Russ Bowring
Absent – Board Director Don Fregulia

5. Fire Chief's Report

a. Call Report & Training Report

Copies of the Call and Training Reports are available for viewing at Plumas Eureka Fire Department (“PEFD”) Administrative Office upon request.

PEFD Volunteers are keeping abreast of the latest precautions for COVID 19 and will continue to follow CDC and NorCal EMS guidelines and requirements.

b. Personnel

Recruiting signs have been placed outside the District Office/Fire Department. An email has been set up for prospective volunteers at volunteers@pecsd.org.

c. Fire Apparatus & Equipment Maintenance

Nothing to Report.

d. Training

Topics included pre- and post-trip inspections, pump panel training, and qualifications for Firefighter 1. The Department also trained with USFS Engine 311 on hydrants, pump foam, and other topics

e. Firewise Committee Actions and Activities

Nothing to Report.

f. Miscellaneous

Volunteers are in the process of cleaning out the shed alongside the District Office. Some materials will be donated to other Departments in the region.

A new sign for the front of the building is being ordered.

Burn permits have been suspended as of June 13, 2022.

6. Water System Compliance

Results from testing July 11, 2022, showed the As level at the compliance point to be 9 ppb; at Well 1B to be 8 ppb; and at Well 2 to be 17 ppb. The EPA Standard is 10 ppb. The running annual average (RAA) at the compliance point is 9 ppb, 8 ppb at Well 1B, and 15 ppb at Well 2.

The most recent results of the tests of the Quarterly samples taken on July 11, 2022, for Iron were .140 mg/l at Well 1B and 1.750 mg/l at Well 2; for Manganese were .0954 mg/l at Well 1B and .243 mg/l at Well 2. (The Secondary Standard for Iron is .300 mg/l. The Secondary Standard for Manganese is .05 mg/l.)

Remediation Project Development

The District expects to submit its application to the SRF (State Revolving Fund) by September 30, 2022.

7. Water Treatment Plant and Pilot Study Update

The Board was briefed by General Manager Jamar Tate and Project Manager John Rowden regarding the progress of pilot study proposals submitted by Farr West Engineering and MurraySmith, Inc. The proposals were evaluated by the State Water Resources Control Board and the proposal from Farr West Engineering was found to be acceptable. No action was taken pending further response from State Regulators. This will be addressed at a subsequent meeting.

8. Status of River Property

The Board was advised that management is working with legal counsel and property owners to dispose of excess District property on Ponderosa Dr. No action was taken at this time.

9. Property Transfer

Project Manager John Rowden advised surplus District property transfers delayed by the COVID-19 pandemic have resumed.

10. Policy for the Use of District Properties and Facilities

The Board was presented with PECSD Policy 6030: Use of District Properties and Facilities. General Manager Jamar Tate will develop an application form for subsequent Board approval.

Motion to approve PECSD Policy 6030 as written.

Motioned: Vice Chairperson Steve Janovick
2nd: Board Director Todd Solomon

All in Favor

Aye –Chairperson Mark Shadowens
Aye - Vice Chairperson Steve Janovick
Aye – Board Director Todd Solomon

Absent – Board Director Russ Bowring
Absent – Board Director Don Fregulia

11. Strategic Plan

The Board discussed forming a committee to participate in the development of a strategic plan for the District.

12. Committee Reports

Budget & Finance: Nothing to Report.

Water Wastewater: Nothing to report.

Ad Hoc Golf Course: General Manager Jamar Tate will tour the Golf Course facilities buildings to gather further data regarding the calculation of water charges.

13. General Manager's Report

a. Finance

The Board was presented with Financial reports for June 2022.

Motion to accept the June 2022 Financial reports.

Motioned: Board Director Todd Solomon
2nd: Vice Chairperson Steve Janovick

All in Favor.

Aye –Chairperson Mark Shadowens
Aye - Vice Chairperson Steve Janovick
Aye – Board Director Todd Solomon

Absent – Board Director Russ Bowring
Absent – Board Director Don Fregulia

b. 2020/2021 Audit

Staff remain in contact with Auditors and have submitted answers to final inquiries.

c. Generator Project Update

New backup generators have been installed at Well 1B, WWTP #7, and Poplar Valley Rd Lift Station.

d. Board Member Resignation

Board Chairperson Mark Shadowens announced that Board Director Russ Bowring had resigned his post. A special vacancy notice will be posted.

14. Operations Report

Water

July 2022 Flow: Well 1B – 8,034,330 gallons Well 2- 3,148,600 gallons Total- 11,182,930 gallons.

Operators encountered SCADA issues in the latter part of the month. Sierra Controls advised the District's radios are antiquated and need replacing. Preliminary cost estimates the task to be around \$26,000.00

Wastewater

June 2022 Flow: WWTP # 6- 901,628 gallons WWTP # 7: 376,789 gallons Total: 1,278,417 gallons.

Issues with pumps at the WWTP #7 lift station have been resolved.

A pump was repaired at the Poplar Valley Tank house.

Operators are working with Farr West Engineering on the preliminary design of the WWTP #7 lift station project.

Misc.

The painting of the District office has been completed.

USFS crews are clearing defensible space around the District's water tanks.

USFS crews will be reinforcing Madora Lake Rd in anticipation of a future timber sale.

15. Administration

Administrative Manger Jillian Cole briefed the Board on the status of July 15, 2022 invoicing, current property liens, Delinquent and shut-off notices, and office reorganization efforts.

16. Written Correspondence to the Board

Nothing to Report.

17. Public/Board Comment Period

Nothing to Report.

18. Future Agenda Items

2020/2021 Audit Report

Propane Tank Land Rental

Updating County Tax Rolls for Liened Properties

19. Closed Session

Chairperson Mark Shadowens adjourned to closed session at 1115 hours.

Chairperson Mark Shadowens reconvened open session at 1211 hours.

General Manager performance was discussed.

No action was taken.

20. Adjournment

Chairperson Mark Shadowens adjourned the Regular Board meeting at 1211 hours.

In Attendance:

Chairperson Mark Shadowens

Vice Chairperson Steve Janovick

Board Director – Todd Solomon

Absent - Board Director Russ Bowring

Absent - Board Director Don Fregulia

Respectfully Submitted,

(Signature on file)

Jillian Cole
Board Clerk