

PLUMAS EUREKA COMMUNITY SERVICES DISTRICT
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**REGULAR
BOARD MEETING
MINUTES
August 14, 2019**

Board of
Directors

Chairperson Frank Shepard
Vice Chairperson Dave Stone
Board Director Melinda Bennett
Board Director Steve Janovick
Board Director Dan Bastian

1. Call Meeting to Order

Chairperson Frank Shepard called to order the Regular Board Meeting of Plumas Eureka Community Services District (“PECS D”) at 0907 hours.

2. Approval of July 11, 2019 Special Board Meeting Minutes

Motion to approve the July 11, 2019 Special Board Meeting Minutes as amended.

Motioned: Board Director Steve Janovick

2nd: Board Director Melinda Bennett

All in Favor.

Aye – Chairperson Frank Shepard

Aye – Board Director Steve Janovick

Aye – Board Director Melinda Bennett

Abstain – Vice Chairperson Dave Stone

Absent - Board Director Dan Bastian

3. Approval of July 30, 2019 Special Board Meeting Minutes

Motion to approve the July 30, 2019 Special Board Meeting Minutes as submitted.

Motioned: Vice Chairperson Dave Stone 2nd:
Board Director Melinda Bennett

All in Favor.

Aye – Chairperson Frank Shepard
Aye – Board Director Steve Janovick
Aye – Board Director Melinda Bennett
Aye – Vice Chairperson Dave Stone

Absent - Board Director Dan Bastian

4. 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 during regular business hours.

b. Personnel

11 Active Members

c. Fire Apparatus & Equipment Maintenance

PEFD took possession of the OES Surplus Engine on August 13, 2019. Firefighters will begin the process of transferring equipment from the old 9122 in preparation for its sale or donation.

d. Training

July was busy with recertifications for CPR, EMR, and EMT along with skill sign-offs.

e. Firewise Committee Actions and Activities

Nothing to Report.

f. Miscellaneous

The Firefighter's Muster competition will take place August 17, 2019 at the Plumas-Sierra County Fair. Ryan Nowling, captain of PEFD's team, continues training. There are 4 teams competing this year. Thanks to Denise and John at Sierra Promotions for donating T- shirts and awards for the event.

5. Water Treatment Facility Project: Arsenic Remediation

Samples were taken July 11, 2019 and July 30, 2019, as well as August 6, 2019. Results from testing showed the As level at the compliance point to be 11 ppb on July 11, and 13 on July 30. Well 1B tested at 11 ppb, prompting a request for a second test as this is the first time in three years Well 1b has exceeded the MCL. Testing repeated on July 30 showed the Arsenic level to be 7ppb. Well 2 tested at 18 ppb on both dates. The EPA Standard is 10 ppb. The running annual average (RAA) at the compliance point is 8.2 ppb, 5.8ppb at Well 1B, and 14ppb at Well 2.

The District continues to work with the SWRCB to develop an enhanced reporting format in order to provide regulators with requested additional information.

6. WWTP #6 Repair or Replacement

The District continues to work and negotiate with the RWQCB to obtain the District's Wastewater Discharge Permit. The RWQCB has been notified that the District is working with Farr West Engineering to address issues at WWTP #6.

7. Surplus Property

Stage 2 interest letters have been distributed to eligible property owners via Certified Mail. The deadline to respond is August 31, 2019.

8. Management of CSD Properties

The Board was presented with an estimate for fencing services from Kunsman Fence Company. Interim General Manager John Rowden asked the Board if they were interested in restricting access to the CSD owned property on Sugar Pine, where many residents access the river. A recent incident involving the dumping of screws and nails in the access road prompted the question.

The Board did not wish to completely restrict access at this time. They instructed John Rowden to post a sign to the effect of "No Motorized Vehicles Beyond This Point" to discourage vehicles driving through the river access.

9. Collections, Liens and Lien Appeals

- a. The Board was presented with Resolution 2019-07 - Requesting Collection of Charges on County Tax Roll.

Motion to approve Resolution 2019-07 - Requesting Collection of Charges on County Tax Roll.

Motioned: Vice Chairperson Dave Stone
2nd: Board Director Melinda Bennett

All in Favor.

Aye - Chairperson Frank Shepard
Aye - Vice Chairperson Dave Stone
Aye - Board Director Melinda Bennett
Aye - Board Director Steve Janovick

Absent – Board Director Dan Bastian

- b. Administrative Manager Jillian Cole asked if anyone in attendance was there to present their case to the Board regarding a recently filed lien. There was no response from the gallery. Ms. Cole advised the Board that liens had recently been filed on three properties within the District.

10. Committee Report

a. Personnel

Nothing to report.

b. Recreation

Nothing to Report.

c. Emergency Preparedness Plan

Nothing to Report.

d. Benefits

Nothing to Report.

e. Budget Finance

Nothing to Report.

f. Insurance

Nothing to Report.

g. Firewise

Nothing to Report.

h. Vacant Properties

Nothing to Report.

11. Goals & Objectives

Nothing to Report.

12. General Manager's Report

a. Finance

i. Consideration of July 2019 Financial Reports

The Board was presented with the financial reports for July 2019.

Motion to approve July 2019 Financials as submitted.

Motioned – Board Director Steve Janovick

2nd - Board Director Melinda Bennett

All in Favor.

Aye - Chairperson Frank Shepard

Aye – Vice Chairperson Dave Stone

Aye – Board Director Steve Janovick

Aye – Board Director Melinda Bennett

Absent – Board Director Dan Bastian

b. Administration

i. Accounts Receivable Status

Administrative Manager Jillian Cole advised the Board that the District had received

roughly 60% of charges billed from July's Invoicing

c. Projects, Operations & Maintenance

Water system flows for the month of July were 13,419,340 gallons with 7,304,140 gallons from Well 1b, and 6,115,200 gallons from Well #2. Historically, July is the highest demand month of the year for the District.

Wastewater flows were calculated at 1,547,173 gallons for the month of July.

Operators have contacted a vendor in Reno to assist in the location of water tank lines. Ground Penetrating Radar Systems (GPRS) will be sending a proposal for approval.

Preparation of the Water System Operation Plan continues in collaboration with State Regulators.

Well 1b has an exhaust fan fail, causing the well to be taken off line for a few days in order to protect heat-sensitive equipment.

Well 1b also experienced 26 low-cutoff events 26 times in 24 hours on the 11th of July. Operators believe this event to be the cause of an anomalous Arsenic reading that exceeded the MCL.

Wastewater Operators have been working with Farr West Engineering to satisfy specifics of the request sent by the RWQCB.

A check valve issue was discovered at the Poplar Valley Lift Station. Operators have placed both treatment plants on their backup leach fields until the valve can be replaced.

The District removed a potential hazard tree near Alder Ct.

After contacting local, as well as Reno contractors, the District only received one bid from Mike Hauso, to perform paving on Pine Cone Ct.

Jamar Tate attended the Special District Leadership Academy training in Napa in July 2019.

13. Written Correspondence to the Board

Nothing to Report.

14. Public/Board Comment Period

Nothing to Report.

15. Public/Board Comment Period

Nothing to Report.

16. Future Agenda Items

- a. Revision of Standing Committees and Goals & Objectives
- b. Fuels management on CSD properties

17. Adjournment

Chairperson Frank Shepard adjourned the regular Board meeting at 1156 hours.

In Attendance:

Chairperson Frank Shepard
Vice Chairperson Dave Stone
Board Director Melinda Bennett
Board Director Steve Janovick

Absent – Board Director Dan Bastian

Respectfully Submitted,

Jillian Cole Board Clerk