

PLUMAS EUREKA COMMUNITY SERVICES DISTRICT  
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**REGULAR  
BOARD MEETING  
AGENDA  
April 14, 2021  
9:00 AM**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/83876794370>

**Meeting ID: 838 7679 4370**

**Dial by your location**

**+1 669 900 9128 US (San Jose)**

**+1 253 215 8782 US (Tacoma)**

**Meeting ID: 838 7679 4370**

**Find your local number: <https://us02web.zoom.us/j/83876794370>**

Board of Directors

Chairperson Dave Stone

Vice Chairperson Steve Janovick

Director Sherry Panick

Director Russ Bowring

Director Mark Shadowens

\*Members of the Public may address the Board on items of business immediately before or during the Board's consideration of the item after being recognized by the Board Chairman (limit on the time the public may address the Board is 3 minutes)

1. Call Meeting to Order  
Chairperson Dave Stone
2. Approval of March 10, 2021 Regular Board Meeting Minutes  
Discussion and Possible Action
3. Fire Chief's Report

Chief Steve Munsen

The Report may cover the following:

- a. Call Reports & Training
- b. Personnel Actions and Activities.
- c. Fire Apparatus & Equipment
- d. Plumas County Fire Chiefs Association Actions and Activities
- e. Firewise Committee Actions and Activities
- f. Financial Assistance from the Auxiliary, grants, and other funding sources
- g. Department administrative activities, actions, and issues such as budget and insurance.

Discussion and Possible Action

4. Water System Compliance and Water Treatment Project

Interim General Manager John Rowden.

- a. The Board will be briefed on the current status of levels of arsenic, iron, and manganese and the development of a water treatment plant to reduce contamination levels.
- b. The Board will be briefed on the status of financing the construction of the Water Treatment Plant.
- c. The Board will consider approving District Engineer Task Order 14 for the support for securing financing for the water treatment plant, securing bids for construction, and managing construction.

Discussion and Possible Action

5. WWTP 6 Lift Station Repair

Chief Wastewater Treatment Plant Operator Jamar Tate

The Board will be briefed on the progress on the emergency repairs to the lift station at Waste Treatment Plant 6.

Discussion and Possible Action

6. Introduction of Ordinance 2021-87 C

Interim General Manager John Rowden

The Board will consider revision the billing ordinance to replace the biannual billing cycle with quarterly billing, revising delinquent payment notifications, and increasing fees and penalties. This is the first reading of the proposed Ordinance.

Discussion and Possible Action

7. Credit Card Resolution

Interim General Manager John Rowden

The Board will consider adopting a resolution that allows the Interim General Manager to contract with Umpqua Bank for credit card services.

Discussion and Possible Action

8. Contract for Accounting Services

The Board will consider adding accounting services for monthly financial reporting and technical assistance to the current contract for tax bookkeeping services with Bequette and Kimmel Accountancy Corporation.

Discussion and Possible Action

9. Refinancing Wastewater Treatment Plant Revenue Bonds

The Board will consider authorizing the Interim General Manager to enter into an agreement for refinancing two USDA backed bonds used to finance the construction of Wastewater Treatment Plant 7 to reduce the annual debt payment.

Discussion and Possible Action

10. Water Conservation

The Board will consider adopting water conservation measures for the coming summer months.

Discussion and Possible Action

11. Committee Reports

- a. Administrative Services
- b. Budget and Finance
- c. Personnel and Benefits
- d. Water and Wastewater Services
- e. Safety and Emergency Services

Discussion and Possible Action

12. General Manager's Report

Interim General Manager John Rowden

The Board will consider the status of the listed topics presented by staff and determine if any actions are needed.

a. Finance

Interim General Manager John Rowden

- i. March Financial Reports
  - ii. Audit for FY 2019-20
- b. Administration  
Administrative Manager Jillian Cole
  - i. Status of invoices and liens
  - ii. Status of Administrative Improvements Project
- c. Operations, Maintenance, Small Projects  
System Operator Jamar Tate
- d. Miscellaneous  
Interim General Manager John Rowden  
Discussion and Possible Action

13. Written Correspondence to the Board

Discussion and Possible Action

14. Public/Board Comment Period

The public and/or the Board of Directors may address the Board on items within the District's subject matter jurisdiction that are on the agenda, the public and/or the Board of Directors may also address items not included on the agenda. The Board cannot comment or take actions on non-agenda items but may place the items on future agenda(s) for discussion and/or action. Strict limit on the time the public may address the Board is three (3) minutes per speaker.

Discussion Item

15. Future Agenda Items

Interim General Manager John Rowden  
Discussion and Possible Action

16. Adjournment

ADA Compliance: This Agenda shall be made available upon request in alternative formats to persons with disability, as required by the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132) and the Ralph M. Brown Act (Cal. Govt. Code Sec. 54954.2). Persons requesting a disability-related modification or accommodation should contact Interim General Manager, John Rowden, at (530) 836-1953 during regular business hours, at least 24 hours prior to the time of the meeting.