

PLUMAS EUREKA COMMUNITY SERVICES DISTRICT

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REGULAR

BOARD MEETING

MINUTES

November 9, 2022

9:00 AM

200 Lundy Lane

BLAIRSDEN, CA 96103

Board of Directors

Board Director Mark Shadowens

Board Director Steve Janovick

Board Director Todd Solomon

Board Director Don Fregulia

Board Director VACANT

Clerk's Note: Clerk of the Board Jillian Cole attended this meeting via Zoom. All votes recorded via Roll Call

1. Call Meeting to Order

Chairperson Mark Shadowens called to order the Regular Board Meeting of Plumas Eureka Community Services District ("PECSD") at 0905 hours.

2. Filling Vacancies on the Board of Directors

The Board was presented with the option of appointing Cheryl Sinsel to the PECSD Board of Directors. This will fill the vacancy left by Board Director Russ Bowring's resignation.

Motion to appoint Cheryl Sinsel to the PECSD Board of Directors. Remove Russ Bowring from existing Plumas Bank Signature cards and add Ms. Sinsel in his place.

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
Aye – Board Director Don Fregulia

Cheryl Sinsel is hereby appointed to the PECSD Board of Directors. Her term will end in December 2023.

3. Approval of October 12, 2022, Special Board Meeting Minutes

The Board was presented with the October 12, 2022, Regular Board Meeting minutes
Motion to approve the October 12, 2022, Regular Board Meeting minutes as corrected.
Motioned: Board Director Don Fregulia
2nd: Board Director Todd Solomon

All in Favor.

Aye – Chairperson Mark Shadowens
Aye – Vice Chairperson Steve Janovick
Aye – Board Director Todd Solomon
Aye – Board Director Don Fregulia
Abstain – Board Director Cheryl Sinsel

4. Approval of October 20, 2022, Special Board Meeting Minutes

The Board was presented with the October 20, 2022, Special Board Meeting minutes for approval.
Motion to approve the October 20, 2022, Special Board Meeting minutes as submitted
Motioned: Board Director Todd Solomon
2nd: Vice Chairperson Steve Janovick

All in Favor. (Roll Call)

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

Abstain – Board Director Cheryl Sinsel

5. Fire Department Funding

The Board discussed rising costs associated with the operation of the Plumas Eureka Fire Department, including those associated with maintaining insurance. The Board directed

General Manager Jamar Tate to gather further financial information to present at a future meeting. NO action was taken at this time.

6. Earthquake, Flood, and General Liability Insurance

Clerk's Note: This item was tabled to a future meeting due to no proposal submitted.

7. Water Treatment Plant and Pilot Study Update

The Bboard was advised by General Manager Jamar Tate that recent storms have delayed the start of the Pilot Study for the Water Treatment Plant. Work is expected to begin in 1-2 weeks.

8. Lift Station 7 Replacement Update

General Manager Jamar Tate advised the Board that the District is currently awaiting proposals from Simerson Construction and McGarr Excavation to perform the needed repairs to the WWTP 7 Lift Station. The District will be renting equipment from Cashman Rentals to bypass the Lift Station during construction.

9. 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

The Department is still recruiting for volunteer firefighters. Interested parties can email volunteers@pecsd.org or contact the office at 530-836-0532.

c. Fire Apparatus & Equipment Maintenance

The Department received approval to participate in the GSA 1122 program.

Radios and wildland gear will be purchased with partial funding from a CalFIRE grant.

d. Training

Truckee Meadows Community College will proctor classes on S-290, Crew/Engine Boss Training which will be made available to PEFD Volunteers

e. Firewise Committee Actions and Activities

Nothing to Report.

f. Miscellaneous

Burn permits are required and can be received on-line at the Cal Fire website or at the Mohawk Ranger station. The Air Quality Board determines burn days. Please call (530) 832-4528, press 5 for our region, and listen to the entire message for day designation and instructions.

10. Water System Compliance

Results from testing October 13, 2022, showed the As level at the compliance point to be 9 ppb; at Well 1B to be 6 ppb; and at Well 2 to be 18 ppb. The EPA Standard is 10 ppb. The running annual average (RAA) at the compliance point is 8 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 .150 mg/l at Well 1B and .750 mg/l at Well 2; for Manganese were .081 mg/l at Well 1B and .133 mg/l at Well 2. (The Secondary Standard for Iron is .300 mg/l. The Secondary Standard for Manganese is .05 mg/l.)

11. Water Conservation

The Board was presented with water conservation guidelines for stages 1 and 2. Following a discussion. The Board will make no changes to water conservation stage. Water conservation stage 2 remains in effect.

12. Audit Challenges & Issues

The Board was presented with audit reports from the previous three years, dating back to FY 2018. Recommendations referenced in Auditor's Management Reports were discussed. No action was taken.

13. Committee Reports

Discussion regarding the Firewise Committee's structure and the role of the District as it pertains to community leadership. Contact will be made with various HOA boards to discuss community representation.

14. General Manager's Report

a. Finance

The Board was presented with Financial reports for September 2022.

Motion to accept the September 2022 Financial reports.

Motioned: Board Director Don Fregulia
2nd: Vice Chairperson Steve Janovick

All in Favor.

Aye –Chairperson Mark Shadowens
Aye - Vice Chairperson Steve Janovick
Aye – Board Director Todd Solomon
Aye – Board Director Don Fregulia
Aye – Board Director Cheryl Sinsel

b. 2020/2021 Audit

General Manager Jamar Tate advised the Board that District Accountant Bequette & Kimmel are in contact with auditors regarding the 2020-2021 audit report. An update will be provided at a subsequent meeting.

c. Generator Project Update

The District is awaiting shipment of new exhaust parts. The items are expected to begin shipping November 17, 2022.

d. Liability Insurance

Nothing to Report.

e. Properties Actions

Nothing to Report

f. Fuels Reduction Project

Nothing to Report.

15. Operations Report

Water

July 2022 Flow: Well 1B – 6,267,700 gallons Well 2- 649,000 gallons Total- 6,916,700 gallons.

An emergency shutoff was performed at 145 Cottonwood for a leak under the residence.

The battery for water tank communications was replaced to mitigate comms loss during inclement weather.

Wastewater

June 2022 Flow: WWTP # 6- 212,479 gallons WWTP # 7: 689,059 gallons Total: 901,538 gallons.

Misc.

The newly installed fence at WWTP 6 was stained.

Facilities weatherization was performed District-wide.

16. Administration

Administrative Manager Jillian Cole advised the Board of collections activities, liens, and the status of administrative improvements and reorganization efforts, as well as District Income for the month of October 2022.

Clerk's Note: Item 17: Closed Session was addressed following Written Communication to the Board and Public Comments.

17. Written Correspondence to the Board
Nothing to Report.

18. Public/Board Comment Period

Chairperson Mark Shadowens submitted his resignation from the PECSD Board of Directors, effective upon the adjournment of the Nov 9,2022 meeting.

19. Future Agenda Items

Fire Department income/cost analysis
Earthquake, Flood & General Liability Insurance
Filling Vacancies on the Board of Directors

20. Closed Session

Chairperson Mark Shadowens adjourned to closed session at 1050 hours.
Chairperson Mark Shadowens reconvened open session at 1126 hours.
Closed Session topic: General Manager Performance

21. Adjournment

Chairperson Mark Shadowens adjourned the regular Board meeting at 1128 hours.

In Attendance:

Chairperson Mark Shadowens
Vice Chairperson Steve Janovick
Board Director Todd Solomon
Board Director Don Fregulia
Board Director Cheryl Sinsel

Respectfully Submitted,

(Signature on file)

Jillian Cole
Board Clerk