

PLUMAS EUREKA COMMUNITY SERVICES DISTRICT
200 LUNDY LANE BLAIRSDEN, CALIFORNIA 96103
PHONE: 530-836-1953 FAX: 530-836-2963 TOLL FREE: 877-377-1953
Email – jillian.pecsd@gmail.com
Web-www.pecsd.org

**REGULAR
BOARD MEETING
MINUTES
May 8, 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

Vice Chairperson Dave Stone called to order the Regular Board Meeting of Plumas Eureka Community Services District (“PECS D”) at 0903 hours.

2. Approval of April 10, 2019 Regular Board Meeting Minutes

Motion to approve the April 10, 2019 Regular Board Meeting Minutes as submitted.

Motioned: Board Director Melinda Bennett

2nd: Board Director Steve Janovick

All in Favor.

Aye – Vice Chairperson Dave Stone

Aye – Board Director Dan Bastian

Aye – Board Director Steve Janovick

Aye – Board Director Melinda Bennett

Absent – Chairperson Frank Shepard

3. 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

Nothing to Report.

c. Fire Apparatus & Equipment Maintenance

Truck 9178 was taken to Les Schwab for rear tire replacement. 9121 will follow, having its rear tires replaced later this month.

d. Training

Firefighter/EMT Jenni McGuire has completed all training, and passed all exams to become PEFD's newest engineer. Congratulations, Jenni.

Firefighter Gary McFarland is near completion of the Quincy Fire Academy. Graduation is scheduled for May 11, 2019

Firefighter Jim Heiland completed the swift-water rescue technician training conducted by the Plumas County Sheriff Search and Rescue Team. He is now certified for three years. Congratulations to Jim.

Chief John Sea has successfully completed all requirements for certification as an EMT. Congratulations to John.

e. Plumas County Fire Chiefs' Association Activities

Nothing to Report.

f. Firewise Committee Actions and Activities

Nothing to Report.

g. Miscellaneous

Nothing to Report.

4. Water Treatment Facility Project: Arsenic Remediation

Samples were taken May 2, 2019, but results were not available as of the date of this meeting. Results from testing conducted April 1, 2019 showed the As level at the compliance point to be 8 ppb, at Well 1B to be 5 ppb, and at Well 2 to be 9 ppb. The EPA Standard is 10 ppb. The running annual average (RAA) at the compliance point is 8.3 ppb, 6.9 ppb at Well 1B, and 14.6 ppb at Well 2.

Interim General Manager John Rowden advised that he had been contacted by the SWRCB via telephone, and that they had stated to him they would be approving the District's request to rescind the compliance order requiring the construction of the

Arsenic Treatment Plant. He also advised the Board the SWRCB would be requiring more detailed reporting on future water tests.

The Board instructed John Rowden to place SRF review of the District's construction loan application on hold.

Initial testing of the Variable Frequency Drive (VFD) installed on Well 2 has not shown a significant reduction in Arsenic levels, regardless of speed. Testing will continue, along with other practices already in place to optimize water resources and stay within compliance.

5. Burning at Dynamite Hill Leach Field

The Board was presented with a letter from the property owner of Dynamite Hill Leach Field, requesting the District cease using the property as a community burn site. The letter cited concerns with burning in a forested area, as well as the parameters of the District's easement, which does not allow for such activities.

Coupled with the recommendation from the Regional Water Quality Control Board (RWQCB) that the District no longer allow traffic on the site, the Board directed Interim General Manager John Rowden to close the Dynamite Hill Leach Field community burn pile.

6. WWTP #6 Repair or Replacement

Farr West gave a presentation to the Board regarding the repair/replacement of Wastewater Treatment Plant #6. Alternatives presented are as follows:

- Do nothing.
- Repair & rehabilitate the plant.
- Replace the plant at the existing site.
- Replace the plant at a new site.
- Abandon the plant and reroute flow to WWTP #7

Farr West Engineering outlined the approximate cost, timing, and challenges of each scenario, as well as describing possible regulatory impacts and funding options for each option.

The Board directed Interim General Manager John Rowden to work with Farr West Engineering to formulate an outline/framework/Task Order for this project. This will be addressed at a future Board Meeting.

7. 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

Interim General Manager John Rowden provided the Board with a draft Budget for the 2019-2020 Fiscal Year. He advised the Board to examine the numbers before the June Meeting, and advise him of any questions or concerns they may have. The approval of the FY 2019-2020 Budget is scheduled for the Regular Meeting on June 12, 2019.

f. Insurance

Nothing to Report.

g. Firewise

Nothing to Report.

h. Vacant Properties

The Ad Hoc Vacant Property Committee met on May 2, 2019 to discuss the potential disposal of select District properties. The Committee found that there are 3 parcels to be disposed of. The Board directed Interim General Manager John Rowden to send letters to property owners adjacent to the lots in question, advising them of the District's plans.

9. Goals & Objectives

Nothing to Report.

10. General Manager's Report

a. Finance

i. Consideration of April 2019 Financial Reports

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

Motion to approve April 2019 Financials as submitted.

Motioned – Board Director Melinda Bennett

2nd - Board Director Steve Janovick

All in Favor.

Aye – Vice Chairperson Dave Stone

Aye – Board Director Dan Bastian

Aye – Board Director Steve Janovick

Aye – Board Director Melinda Bennett

Absent – Chairperson Frank Shepard

ii. Budget Development: Capital Improvement Plan

The Board was presented with a draft Capital Improvement plan. After considering the contents, the Board requested the plan be reviewed by the Budget Finance Committee. They will meet before the next regular board meeting, and will provide recommendations.

b. Administration

i. Invoice Status

Administrative Manager Jillian Cole advised the Board that second Late Notices have been sent out via Certified Mail.

ii. Preparation for July Billing

Nothing to Report.

iii. Reimbursement Policy Update

The Board was presented with an updated version of the District's reimbursement policy.

Motion to approve Policy 2100 – Vehicle Cost and Business Expense Reimbursement.

Motioned – Board Director Steve Janovick

2nd – Board Director Melinda Bennett

All in Favor.

Aye – Vice Chairperson Dave Stone

Aye – Board Director Dan Bastian

Aye – Board Director Steve Janovick

Aye – Board Director Melinda Bennett

Absent – Chairperson Frank Shepard

c. Projects, Operations & Maintenance

Water system flows for the month of April were 2,116,000 gallons. Flows have increased due to the warmer weather and residential irrigation systems being activated for the season.

Wastewater flows were calculated at 1,294,617 gallons for the month of April.

Continued testing of the VFD at Well 2 has still not shown any remarkable change in Arsenic levels, regardless of speed. Operators will begin to blend water from both wells and monitor results at the compliance point.

Water mains have been flushed in anticipation of the busy season for the District. Operators had scheduled a cleaning and video documentation of sections of the collection system in order to identify infiltration and inflow issues before the end of the wet season when flows would return to normal. The District was notified the day before its scheduled appointment that Waters' Vacuum Truck, the company scheduled to perform the service, had experienced a failure of their camera system, and requested to reschedule two weeks out. The District had advised Waters' that this was not an acceptable timeline, and would contract with another company to perform the needed services. Repairs took less time than Waters' anticipated, and they arrived unannounced on April 22, 2019. Work with the other contractor was canceled, and Waters was permitted to perform the cleaning and video services. Unfortunately, the camera being used by Waters ceased functioning part way through the service. The collection system and lift stations were cleaned. The consensus of operators and Management at this time is to contract with another vendor for these services for the future.

Operator continue to work with the RWQCB to submit data to procure the District's Wastewater Discharge Permit.

The manhole replacement project has been slow to start. Operators have contacted McGarr engineering for a timeline regarding the completion of the project. They had not heard back as of this meeting.

Operators installed a basket strainer at the tank house in order to mitigate debris getting through the system and clogging the pumps.

d. Miscellaneous

Operators have begun cleaning up around District facilities, including the mowing and inspection of the Sequoia Circle greenbelt. The only repair required thus far was the replacement of a sprinkler.

Pot holes are being patched on District roads, which are plentiful due to the active Winter experienced by the District.

11. Written Correspondence to the Board

PECSD received a letter from electric utility provider PSREC advising of a rate increase, and subsequent public meetings on the matter. Board Director Steve Janovick advised he would attend the meeting on behalf of the District.

13. Public/Board Comment Period

Nothing to Report.

14. Future Agenda Items

- a. Budget approval at June Meeting
- b. Water Conservation
- c. Vacant Property Committee Meeting

15. Adjournment

Vice Chairperson Dave Stone adjourned the regular Board meeting at 1159 hours.

In Attendance:

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

Absent:

Chairperson Frank Shepard

Respectfully Submitted,

Jillian Cole
Board Clerk

