

B PLUMAS EUREKA COMMUNITY SERVICES DISTRICT
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BOARD MEETING
MINUTES
August 8, 2018

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 (“PECSD”) at 0900 hours.

2. Approval of July 18, 2018 Special Board Meeting Minutes

Motion to approve the Special Board Meeting Minutes of July 18, 2018 as corrected.

Motioned – Vice Chairperson Dave Stone

Second – 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

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

Gary McFarland has joined the Plumas Eureka Fire Department. Gary has a Class B license, and is a certified Class B Instructor.

c. Fire Apparatus & Equipment Maintenance

On July 20, 2018 Fire Catt Precision Service tested more than 7,600’ of fire hose. Testing included all on-board hoses on Engines, as well as the majority of the spare hoses in the firehouse.

d. Plumas County Fire Chiefs Association (PCFCA)

Nothing to Report.

e. Miscellaneous

Interim General Manager John Rowden indicated he had been investigating, and proceeding with the work Tom started on payments for fire crews involved with last year’s Minerva Fire.

Fire Chief John Sea indicated that PEFD had been approached to provide EMS services for the Lost Sierra Hoedown Music Festival. John will meet with Graeagle Fire Chief Ed Ward to discuss details. There was some discussion regarding whether or not the Department would be compensated for services provided. John Sea will follow up on this issue.

4. Water Treatment Facility Project: Arsenic Remediation

No new sampling information was available at the time of the August Board Meeting.

Sampling information from July is as follows:

Samples taken July 2, 2018 showed the As level at the compliance point to be 9ppb, at Well 1B to be 8 ppb, and at Well 2 to be 19 ppb. The EPA Standard is 10 ppb. The running annual average (RAA) at the compliance point is 9.6 ppb, 7.5ppb at Well 1B, and 14.5ppb at Well 2.

a. Stephen Rooklidge completed the review of the Design for the Arsenic Remediation Facility, and had only minor comments and suggestions. These were forwarded to Farr West Engineering to incorporate for the final Design. It has also been noted that Mr. Rooklidge will be leaving the State Water Resources Control Board. His replacement has not been announced.

The District has begun the closeout process for the State Revolving Fund Planning Loan.

The District continues to amass supporting documents for construction loan applications. Interim General Manager John Rowden continues to explore financing options available to the District.

b. Farr West Invoice #10648

The Board was presented with Farr West Invoice # 10468 in the amount of \$8,266.25 for review and approval.

Motion to approve Farr West invoice #10468 in the amount of \$8,266.25.

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

5. Committee Report

a. Personnel

Nothing to report.

b. Recreation

Nothing to Report.

c. Emergency Preparedness Plan

Board Director Steve Janovick will meet with Interim General Manager John Rowden to discuss updating Evacuation Protocols. There was discussion of procuring a siren to serve as an emergency signal for residents.

d. Benefits

Rates for benefits will be rising about 3%. No meeting or action by the Benefits Committee is recommended by Dave Stone.

e. Budget Finance

Nothing to Report.

f. Insurance

Nothing to Report.

6. Goals & Objectives

Nothing to Report.

7. Budget for FY 18/19

Interim General Manager John Rowden presented the Board with the Fiscal Year 2018-2019 Budget which included corrections suggested from the previous Month's meeting.

Motion to approve the PECSD FY 2018-2019 Budget as presented.

Motioned: Vice Chairperson Dave Stone
2nd: Board Director Steve Janovick

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

11. General Manager’s Report

a. Finance

i. Consideration of July Financial Reports

The Board was presented with the financial reports for July 2018.

Motion to approve the July Financial Reports 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 Melinda Bennett
Aye – Board Director Steve Janovick

Absent – Board Director Dan Bastian

b. Administration

The Board inquired as to the status of delinquent accounts being added to the County Tax Rolls for collection activities. Administrative Manager Jillian Cole will check into this issue and report back at the September Board Meeting.

c. Operations

Water system flows for the month of July were 12,914,200 gallons, up 2.6 million gallons from the month of June.

A customer at 403 Lundy Lane, who also owns the lot at 401 Lundy Lane, requested that the CSD

locate the service box for the lot at 401 Lundy Lane. District operators searched the property, but have yet to locate said service box. Operators will continue the search, but it may be necessary for the District to “hot tap” the water main and install a new service box for the property in question.

Operators continue to monitor the District for residences using water outside of Stage 1 Conservation Regulations. Violators are reminded of Stage 1 Guidelines via written correspondence.

Wastewater flows were calculated at 1,508,957 gallons for the month of July.

Operators were called one evening for a pump failure in the tank house. Upon inspection, it was discovered that debris stuck in the pump was preventing it from operating optimally. It was also noted, after reassembly, that the pump was leaking from a mechanical seal. A new seal was ordered and installed.

Madora Leach Field will be inspected in August 2018.

d. Miscellaneous

i. Review of Claims

The claim regarding the destruction of a trampoline at 4 Pine Tree Court by the falling of a dead tree on CSD property was resolved by the district evaluating the evidence provided by the homeowners regarding the disposal of the old trampoline, as well as assembly of the replacement trampoline. A check in the amount of \$760.00 was issued to the homeowner on July 26, 2018.

13. Written Correspondence to the Board

Nothing to Report.

14. Public/Board Comment Period

Nothing to Report.

15. Future Agenda Items

A closed session will be held during the September meeting of the PECSD Board of Directors in order to conduct a performance review for Interim General Manager John Rowden.

16. Adjournment

Chairperson Frank Shepard adjourned the regular Board meeting at 1142 hours.

In Attendance:	Chairperson Frank Shepard Vice Chairperson Dave Stone Board Director Steve Janovick Board Director Melinda Bennett.
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Absent:	Board Director Dan Bastian
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Respectfully Submitted,

Jillian Cole
Board Clerk