

PLUMAS EUREKA COMMUNITY SERVICES DISTRICT

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**REGULAR
BOARD MEETING
MINUTES**

May 12, 2021

HELD VIA ZOOM

Board of Directors

Chairperson Dave Stone

Vice Chairperson Steve Janovick

Board Director Shery Panick

Board Director Russ Bowring

Board Director Mark Shadowens

1. Call Meeting to Order

Chairperson Dave Stone called to order the Regular Board Meeting of Plumas Eureka Community Services District (“PECSD”) at 0909 hours.

2. Approval of April 14, 2021 Regular Board Meeting Minutes

Motion to approve the April 14, 2021 Regular Board Meeting Minutes as corrected.

Motioned: Vice Chairperson Steve Janovick

2nd: Board Director Mark Shadowens

All in Favor.

Aye – Chairperson Dave Stone

Aye – Board Director Mark Shadowens

Aye – Board Director Sherry Panick

Aye – Vice Chairperson Steve Janovick

Absent – Board Director Russ Bowring

(Clerks Note: Item 5 was addressed at this time to allow for the arrival of Fire Chief Steve Munsen).

5 Water System Compliance

(Clerk's Note: Board Director Russ Bowring arrived at 0922 hours).

Results from testing April 4, 2021, showed the As level at the compliance point to be 8 ppb; at Well 1B to be 6 ppb; and at Well 2 to be 12 ppb. The EPA Standard is 10 ppb. The 1st Quarter average was 10 ppb at the compliance point, 8 ppb at Well 1B, and 15 ppb at Well 2. The running annual average (RAA) at the compliance point is 10 ppb, 7 ppb at Well 1B, and 15 ppb at Well 2.

The most recent results of the tests of the Quarterly samples taken on April 4, 2021 for Iron were .660 mg/l at Well 1B and .470 mg/l at Well 2; for Manganese were .100 mg/l at Well 1B and .073 mg/l at Well 2. (The Secondary Standard for Iron is .300 mg/l. The Secondary Standard for Manganese is .05 mg/l.)

Remediation Project Development

- a. The Board was advised by Interim General Manager John Rowden that Arsenic, Iron, and Manganese levels in the systems water were trending upward, consistent with the dry winter experienced in the region. The plan at this time is to develop a treatment plant to reduce contaminant levels.
- b. The District will be applying for a construction loan from the State Revolving Fund.
- c. The Board was presented with Task Order 15 from District Engineer Farr West Engineering outlining permitting and bidding assistance services for the water treatment project totaling an estimated \$116,436.00.

Motion to approve Farr West Engineering Task Order 15.

Motioned: Board Director Mark Shadowens

2nd: Board Director Sherry Panick

All in Favor.

Aye – Chairperson Dave Stone

Aye – Board Director Mark Shadowens

Aye – Board Director Sherry Panick

Aye – Vice Chairperson Steve Janovick

Aye – Board Director Russ Bowring

6. Environmental Services

The Board will was presented with a contract with Hauge Brueck Associates to complete a cultural and biological study and report required by the loan application process. The consulting firm has been used the District previously for the project. Potential costs associated are estimated at

\$11,100.00.

Motion to accept the Hauge Brueck Associates proposal.

Motioned: Board Director Mark Shadowens

2nd: Vice Chairperson Steve Janovick

All in Favor.

Aye – Chairperson Dave Stone

Aye – Board Director Mark Shadowens

Aye– Board Director Sherry Panick

Aye – Vice Chairperson Steve Janovick

Aye – Board Director Russ Bowring

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 upon request.

PEFD Volunteers are keeping abreast of the latest precautions for the coronavirus and will continue to follow CDC and NorCal EMS guidelines and requirements.

b. Personnel

COVID shot update: (9) fully vaccinated, (4) have declined or are medically exempt. The Department vaccination rate is 69%.

c. Fire Apparatus & Equipment Maintenance

9153 has been repaired. The alternator and battery have been replaced.

d. Training

Driver training and engine walkarounds.

e. Firewise Committee Actions and Activities

Outreach continues to procure a new Firewise Chairperson for the District.

f. Miscellaneous

The Department continues with its community outreach program.

People who have a burn permit are allowed to burn on burn days only. The Air Quality Board determines burn days, please call (530) 832-4528, then press 5 for our region and listen to the entire message to know when a burn day occurs.

g. Plumas County Fire Chiefs Association

A meeting was held in April which featured the election of a Board, dispatching, and incident command.

4. Resolution 2021-2 : State Greenhouse Gas Reduction Funding

The Board was presented with Resolution 2021-2 outlining an opportunity to apply for grant funds from the Forest Health Grant Program. The deadline to apply had passed for the current year, but the Board directed Chief Steve Munsen to resubmit the resolution at the next occurrence.

7. Proposed Ordinance 2021-87 C

The Board was presented with the second and final draft of proposed Ordinance 2021-87 C. There had been no changes or revisions since the first reading of the Ordinance on April 8, 2021.

Chairperson Dave Stone waives the second reading of Ordinance 2021-87 C.

Motion to adopt Ordinance 2021-87 C.

Motioned: Board Director Mark Shadowens

2nd: Vice Chairperson Steve Janovick

All in Favor

Roll Call Vote.

Chairperson Stone: Aye

Vice Chairperson Janovick: Aye

Director Panick: Aye

Director Shadowens: Aye

Director Bowring: Aye

8. Refinancing Wastewater Treatment Plant Revenue Bonds

This item was tabled to a future meeting.

9. Water Conservation

The Board was advised of the current drought conditions affecting the state and discussed the need to implement conservation measures. Following discussion, the decision was made to escalate from Stage 1 conservation to Stage 2 effective June 21, 2021. Notification will be made via a sign at the community entrance, the district website, and by mail in the Spring Pipelines Newsletter.

Motion to escalate conservation to Stage 2 enforcement, effective June 21, 2021.

Motioned: Board Director Mark Shadowens

2nd: Vice Chairperson Steve Janovick

All in Favor.

Aye – Chairperson Dave Stone

Aye – Board Director Mark Shadowens

Aye – Board Director Sherry Panick

Aye – Vice Chairperson Steve Janovick

Aye – Board Director Russ Bowring

10. Committee Report

a. Administrative Services

Nothing to report

b. Budget and Finance

Nothing to report.

c. Personnel and Benefits

Nothing to report

d. Water and Wastewater Services

Nothing to report.

e. Safety and Emergency Services

The committee met in April to discuss income, emergency preparedness, and Firewise recruiting and planning.

The committee recommends an increase in previously stagnant fire protection fees in order to compensate for increased operational costs.

Administrative Manager Jillian Cole will investigate the districts Code Red compliance records at the committee's request.

The committee discussed the progress of the USFS timber sale/Fuels reduction project off Madora lake Rd.

11. General Manager's Report

a. Finance

i. Consideration of April 2021 Financial Reports

The Board was presented with the financial reports for April 2021.

Motion to accept February 2021 Financials as submitted.

Motioned – Vice Chairperson Steve Janovick

2nd – Board Director Sherry Panick

All in Favor.

Aye – Chairperson Dave Stone

Aye – Board Director Mark Shadowens

Aye– Board Director Sherry Panick
Aye – Vice Chairperson Steve Janovick
Aye – Board Director Russ Bowring

ii. FY 2019-2020 Audit

The Board was advised District staff continue to work with Auditors.

b. Administration

i. Status of Invoices and Liens

Administrative manager Jillian Cole advised 15-day notices would be sent out in the coming days. There were 4 locations scheduled for notice.

ii. Status of Administrative Improvements Contract

Administrative Manager Jillian Cole advised the Board that customer correspondence and forms were being updated at this time. Website and filing improvements also continue.

c. Projects, Operations & Maintenance

i. Operations and Maintenance

Water system flows for the month of April 2021 were 4,401,400 gallons at Well 1b and 275,800 gallons at Well 2.

Issues & Updates:

Leak @ 41 Aspen: On the evening of April 19th, operators received an emergency for a water leak at 41 Aspen Circle. After excavation was completed and the leak exposed, operators found that the leak was on the district's side of the valve. Operators did not have the specific parts needed to make the repair that night, so a plug was devised and service restored for the night. The next morning, operators were able to acquire the proper parts and make the repair. Water samples were taken for bacteriological testing following the repair. The water was safe for consumption. Notices were distributed by operators throughout the affected neighborhood to notify customers.

PRVs: The day following the leak on Aspen Circle, operators noticed that the water pressure was abnormally high. This was observed at WWTP 7. Operators attempted to adjust the pressure at the Pressure Reducing Valves located on Madora Lake Road without satisfactory results. After discussion with CLA-VAL, who serviced the PRVs in 2019, service technicians were dispatched to investigate the issue. Technicians were able to make necessary repairs the following day.

Valve Exercising: Operators performed annual water main valve maintenance during the month of April.

Distribution System Flushing: Operators will be flushing the water mains within the next month. This done biannually to move fresh water through the system to help improve water quality.

Hydrant maintenance: Operators will be doing maintenance to the fire hydrants throughout the district. This is done annually.

Wastewater Flows for the Month of April 2021 were 210,135gallons at WWTP 6 and 806,952 gallons at WWTP 7.

Issues & Updates:

WWTP 6 Lift Station Project: Contractor, Z7, returned to the district on April 19th to finish the last items for the completion of the project. Eight yards of topsoil was delivered and spread over the area where excavation work had taken place. The area was the seeded with grass seed and a layer of peat moss spread over the top; grass seed is beginning to sprout. The project is complete.

Dynamite Hill Leachfield: Operators have switched leachfields for the upcoming season. This is done biannually to give sections of the leachfield a chance to rest/recover.

Blower Maintenance: Operators did maintenance service to the blowers at WWTP 7. This includes changing the oil, checking the drive belts, and cleaning and/or replacing air filters. A maintenance log has been created for this task.

WWTP 6 Painting: Since the lift station project is complete, operators are planning on painting the treatment this summer. Last year, operators painted the tank house where effluent water is stored.

d. Miscellaneous

Sequoia Circle Park: Operators have begun removing trees and cleaning up debris throughout the park. This will be an ongoing project.

Road Patching: Operators have been patching potholes on district roads. A few roads have big spots along the shoulders that will addressed by having a paving contractor do the work this summer.

Generator Bid Update: Operators are working with Farr West on gathering bids for the purchase of generators and associated equipment. Farr West assisted by posting request for bids utilizing Planet Bids, a website for posting and gathering bids. To date there are six potential bidders. The end-of-bid date is May 19th. Once bidding has closed, bids will be reviewed by district staff and Farr West.

13. Written Correspondence to the Board

Good morning John and Board Members of Plumas CSD,

As California heads into yet another year of potential severe drought, I am writing to ask that you start us off with stage 2 water restrictions before we head into Memorial Day weekend. With the warming, drier days and as home owners start arriving and firing up their irrigation systems it would be a perfect time to start the restrictions sooner than later.

I was reminded as I walked around the neighborhood last week in the snow storm, that irrigation systems were running regardless of the freezing temperatures and the abundance of moisture that Mother Nature was providing, that we as a neighborhood continue to take our water for granted.

Once water meters were installed in Truckee in 2010, my clients and I were able to monitor the water usage better, find any non-noticeable water leaks and make sure everything was working properly. 99% of my clients were surprised at our much water a landscaped yard actually uses and especially ones with lawns and large trees.

And knowing that we will be more likely to never have water meters here in Plumas to help guide us, we will need to use the guidelines that you have already written for us going forward. Educating the public is hard, but necessary when it comes to water usage and making sure we use our precious resource properly.

Also while implementing these restrictions it is a perfect time to remind home owners to triple check their irrigation systems for any broken heads, pipes and any misguided spray/ heads as many are watering the driveway or the street instead of the actual landscape. Actually checking the system at least once a month at the least is even better.

Perhaps creating a magnetic like the one attached or just even a flyer and a sheet to post on the website and the local bulletin board so everyone has a reminder of what days they can and cannot water would be handy...with the Plumas CSD logo on it instead of the Truckee Meadows Water districts as pictured. I would be happy to offer my time to do some research on where we might be able to have such magnets made if there is any interest.

Thanks for considering doing these restrictions sooner than later and for all you do for our district.

Helen Shadowens
A Garden Gecko
Gardening Consulting
and Pruning 20+ years
Blairsden, CA 96103
530-448-1368
Arborist WE-7984A
CA C27 license retired #834167

14. Public/Board Comment Period

Nothing to Report.

15. Future Agenda Items

a. FY 19-20 Audit

- b. FY 21-22 Budget
- c. Office Re-Opening

16. Adjournment

Chairperson Dave Stone adjourned the regular Board meeting at 1144 hours.

In Attendance:

Chairperson Dave Stone

Vice Chairperson Steve Janovick

Board Director Sherry Panick

Board Director Russ Bowring

Board Director Mark Shadowens

Respectfully Submitted,

(Signature on file)

Jillian Cole
Board Clerk