

PLUMAS EUREKA COMMUNITY SERVICES DISTRICT
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**SPECIAL
BOARD MEETING
AGENDA
December 5, 2018
9:00 AM**

Board of
Directors
Chairperson Frank Shepard
Vice Chairperson Dave Stone
Director Dan Bastian
Director Melinda Bennett
Director Steve Janovick

*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 Frank Shepard
2. Election of 2019 Board Officers
Chairperson Frank Shepard
 - a. Election of the Chairperson
 - b. Election of the Vice ChairpersonDiscussion and Possible Action
3. Approval of November 14, 2018 Regular Board Meeting Minutes
Discussion and Possible Action
4. Fire Chief’s Report
Chief John Sea
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.
- h. Miscellaneous

Discussion Item

5. Water Treatment Facility Project: Arsenic Remediation

Interim General Manager John Rowden

The Board will be provided an update on the status of compliance and progress of the Water Treatment Facility Project.

Discussion and Possible Action

6. Water and Waste Water Projects

Chief WWTP Operator Jamar Tate

The Board will be provided an update on the status of

- a. The replacement of the backup generator at WWTP 7
- b. The assessment of WWTP 6
- c. Inspection and cleaning the waste water collection system
- d. Installation of the Variable Frequency Drive (VFD) at Well 2
- e. Replacement of SCADA components at the water storage tanks.

Discussion and Possible Action

7. RWQCB Inspection Report

Chief WWTP Operator Jamar Tate

The Board will review the Regional Water Quality Control Board November 15, 2018 Inspection Report relating to the Waste Discharge Requirements Order 98-007

Discussion and Possible Action

8. Audit

Interim General Manager John Rowden

- a. The Board will consider accepting the Financial Statements and Independent Auditor's Report and the Report on Accounting Controls and Procedures for the year ended June 30, 2018.
- b. The Board will consider the need to issue a Request for Proposal for Auditing Services.

Discussion and Possible Action

9. Consideration of Adopting Policy 3021 Retained Earnings and Fund Reserves

Interim General Manager John Rowden

The Board will consider adopting a policy for retained revenues and the establishment and use of fund reserves.

Discussion and Possible Action

10. Committee Report

- a. Personnel
- b. Recreation
- c. Emergency Preparedness Plan
- d. Water Conservation
- a. Benefits
- b. Budget Finance
- c. Insurance

Discussion and Possible Action

11. Goals & Objectives

Discussion and Possible Action

12. General Manager's Report

Interim General Manager John Rowden

Administrative Manager Jillian Cole

System Operator Jamar Tate

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

- a. Finance
 - i. November Financial Reports
 - ii. Budget Schedule
 - iii. Financial Management Policies
- b. Administration
- c. Operations
 - i. Operations and Maintenance
- d. Miscellaneous
 - i. Emergency Siren

Discussion and Possible Action

13. Closed Session

Conference with Legal Counsel – Anticipated Litigation

Significant exposure to litigation pursuant to paragraph (2) of

subdivision (d) of Section 54956.9: 1 case
Discussion and Possible Action

14. Written Correspondence to the Board
Discussion and Possible Action

15. 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 and Possible Action Item

16. Future Agenda Items
Interim General Manager John Rowden
Discussion and Possible Action

17. 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.