

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](mailto:jillian.pecsd@gmail.com)  
Web-[www.pecsd.org](http://www.pecsd.org)

**BOARD MEETING  
MINUTES**

**July 18, 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 0902 hours.

2. Approval of June 13, 2018 Regular Board Meeting Minutes

Motion to approve the Regular Board Meeting Minutes of April 11, 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 Dan Bastian  
Aye – Board Director Steve Janovick

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

John Sea has been named Fire Chief for the PEFD going forward. He states he has the intention to aggressively recruit new members.

c. Fire Apparatus & Equipment Maintenance

FireCatt will be here this month to perform testing on over 5,100 linear feet of fire hose. Flow testing of nozzles will also take place at this time.

d. Plumas County Fire Chiefs Association (PCFCA)

Nothing to Report.

e. Miscellaneous

A meeting was held with Captains Heard and West of Graeagle Fire to develop a 3<sup>rd</sup> Quarter joint training schedule.

4. Hiring the Fire Chief

Interim General Manager John Rowden introduced John Sea as the new Fire Chief. He gave a brief description of the selection process, and advised he had also met with leadership from the Graeagle Fire Department during the process. John Rowden expressed confidence in John Sea's ability to perform as Chief.

*Written Correspondence to the Board was read at this time, as they pertained specifically to this agenda item.*

The Board received correspondence from Assistant Chief Bill Robinson and Former Fire Chief Gary Castagnetti. Interim General Manager John Rowden read the letters aloud.

5. Water Treatment Facility Project: Arsenic Remediation

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. Farr West engineering has completed and delivered the 90% design for the Arsenic Treatment Plant on June 22<sup>nd</sup>.

The District received disbursements #2 and #3 from the State Water Resources Control Board, totaling \$277,896.00. The scope of work for the loan has been completed, and a disbursement request for the final \$46,032.00 has been submitted, but will not be disbursed until the closeout package for the project is submitted and approved.

Bard Chair Frank Shepard, Board Director Dan Bastian, and Interim General Manager John Rowden held a conference call with project managers, as well as their superiors,

from the State Water Resources Control Board (SWRCB) Division of Drinking Water, and Division of Financial Assistance in order to establish a timeframe for approval of a construction loan to complete the Arsenic Treatment Plant. State representatives indicated that it would take six to nine months to complete the review of the application and a minimum of 60 days to complete reviews on loan disbursement requests.

b. The Board was presented with Farr West Invoice #10332 for review.

Board Director Dan Bastian requested a PDF copy of plans & specs.

Motion to approve payment of Farr West Invoice #10332.

Motioned – Board Director Steve Janovick  
2<sup>nd</sup> – Board Director Dan Bastian

All in Favor.

Aye – Chairperson Frank Shepard  
Aye – Vice Chairperson Dave Stone  
Aye – Board Director Melinda Bennett  
Aye – Board Director Dan Bastian  
Aye – Board Director Steve Janovick

#### 6. Variable Frequency Drive for Well #2

The Board was presented with Task Order #8 from Farr West Engineering regarding the installation of a Variable Frequency Drive (VFD). The project was estimated to cost the District around \$42,260.00.

A discussion ensued amongst the Board Directors. The amount required to install the VFD was of great concern. Additionally, it was concerning to the Board that the VFD would not solve the problem with the As level in Well #2.

Lucas from Farr West Engineering advised the Board regarding the breakdown of costs, and indicated some places where money could be saved. He did also indicate that the Board would save money by including the VFD installation within the Arsenic Treatment Plant construction.

The Board directed the District to continue running Well #2 manually until further notice.

#### 7. Evaluation of Damage to Wastewater Treatment Plant #6

The Board was presented with Task Order #7 from Farr West Engineering regarding the investigation and repair of a crack in the clarifier basin lid of Wastewater Treatment Plant #6.

According to Farr West's Structural Engineer, the crack is significant.

Board Director Dan Bastian asked if it would be prudent to mitigate against safety issues for the time being, and wait for the regularly scheduled inspection to occur to determine the extent of the damage.

Lucas from Farr West Engineering indicated that it would not be possible to perform the repairs at the time of inspection. Although the crack is significant, it does not seem to have an effect on the structural integrity of the vault at this time. He recommends waiting.

Board Director Melinda Bennett inquired about the size of the crack. Has it changed recently?

Interim General Manager John Rowden indicated that the crack has indeed grown recently, and that small pieces of concrete have fallen in.

Lucas indicated that a condition assessment could be performed to provide information for how long the plant will hold out.

John Rowden will procure an estimate from Farr West Engineering to present to the Board at a later date.

8. District Engineer Task Order #6 – General Services FY 18-19

*This agenda item was moved from #8 to #11d.*

9. Committee Report

a. Personnel

The Personnel Committee held a closed session meeting on July 13, 2018. No action was taken during the closed session.

b. Recreation

Nothing to Report.

c. Emergency Preparedness Plan

Nothing to Report.

d. Benefits

Nothing to Report.

e. Budget Finance

Nothing to Report.

f. Insurance

Nothing to Report.

10. Goals & Objectives

Nothing to Report.

11. General Manager's Report

a. Finance

i. Consideration of June Financial Reports

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

Motion to approve the June Financial Reports as submitted.

Motioned – Vice Chairperson Dave Stone  
2<sup>nd</sup> – Board Director Melinda Bennett

All in Favor.

Aye – Chairperson Frank Shepard  
Aye – Vice Chairperson Dave Stone  
Aye – Board Director Melinda Bennett  
Aye – Board Director Dan Bastian  
Aye – Board Director Steve Janovick

ii. Consideration of Pre-Paying CalPERS Unfunded Liability in the Amount of \$12,976.00

Motion to approve pre-payment of CalPERS unfunded liability.

Motioned – Vice Chairperson Dave Stone  
2<sup>nd</sup> - Board Director Melinda Bennett

All in Favor.

Aye – Chairperson Frank Shepard  
Aye – Vice Chairperson Dave Stone  
Aye – Board Director Melinda Bennett  
Aye – Board Director Dan Bastian

b. Administration

Administrative Manager Jillian Cole reported that July invoices, which include the new rates have nearly all been distributed, with completion of distribution to occur by the end of this week.

c. Operations

i. Operations Report

Water system flows for the month of June were 10,344,700 gallons. The total for June 2017 was 10,931,200 gallons.

On June 11, a resident at 104 W Ponderosa requested their water be turned on. Upon inspection it was discovered that the service valve was not in operable condition, and would need to be replaced. Because the service valve was located in the asphalt, the District contacted McGarr Excavation in order to borrow a special saw to cut into the asphalt to access the broken valve. All work including repaving took place over a few days.

ii. Consideration of Hiring a Temporary Laborer

The Board was presented with an option to hire a temporary laborer to perform basic landscape maintenance on District owned parcels.

Board Director Dan Bastian stated he did not understand the need for an additional laborer.

In Attendance:

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

Respectfully Submitted,



Jillian Cole  
Board Clerk