

PLUMAS EUREKA COMMUNITY SERVICES DISTRICT

200 LUNDY LANE

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SPECIAL

BOARD MEETING

MINUTES

November 23, 2021

10:00 AM

HELD VIA ZOOM

200 Lundy Lane

Blairsden, CA 96103

Board of Directors

Chairperson Dave Stone

Vice Chairperson Steve Janovick

Board Director Sherry Panick

Board Director Russ Bowring

Board Director Mark Shadowens

1. Call Meeting to Order

Chairperson Dave Stone called to order the Special Board Meeting of Plumas Eureka Community Services District (“PECSD”) at 1000 hours.

2. Approval of September 8, 2021, Regular Board Meeting Minutes

The Board was presented with the September 8, 2021, Regular Meeting Minutes for submission.

Motion to approve the September 8, 2021, Regular Meeting Minutes as corrected.

Motioned: Board Director Mark Shadowens

2nd: Vice Chairperson Steve Janovick

All in Favor. (Roll Call)

Aye – Chairperson Dave Stone
Aye – Vice Chairperson Steve Janovick
Aye – Board Director Mark Shadowens

Abstain – Board Director Russ Bowring
Absent – Board Director Sherry Panick

3. Approval of October 13, 2021, Regular Board Meeting Minutes

The Board was presented with October 13, 2021, Regular Meeting Minutes for approval.

Motion to approve the October 13, 2021, Regular Meeting Minutes as submitted.

Motioned: Board Director Russ Bowring
2nd: Vice Chairperson Steve Janovick

All in Favor. (Roll Call)

Aye – Chairperson Dave Stone
Aye – Vice Chairperson Steve Janovick
Aye – Board Director Mark Shadowens
Aye – Board Director Russ Bowring

Absent – Board Director Sherry Panick

4. Approval of October 20, 2021, Regular Board Meeting Minutes

The Board was presented with October 20, 2021, Special Meeting Minutes for approval.

Motion to approve the October 20, 2021, Special Meeting Minutes as submitted.

Motioned: Board Director Russ Bowring
2nd: Vice Chairperson Steve Janovick

All in Favor. (Roll Call)

Aye – Chairperson Dave Stone
Aye – Vice Chairperson Steve Janovick
Aye – Board Director Mark Shadowens
Aye – Board Director Russ Bowring

Absent – Board Director Sherry Panick

5.

6. 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

On October 6th we completed our 9th week being deployed on the two major Fires in Plumas County. Two (2) weeks on the Beckwourth Complex Fire and seven (7) on the Dixie Fire.

c. Fire Apparatus & Equipment Maintenance

9178 has only one leak remaining, and it’s the major issue with the packing around the main pump. Burton’s Fire in Modesto estimates without any kind of inspection \$2.5k as best case, but more likely \$4k and up depending on what they find.

9122 has been reloaded with equipment and tools that were removed to make space for the Firefighter’s gear during deployment to the Fires.

Renovations on the new command vehicle continue. Headlights and running boards were installed, Emergency lights and Radio are on order. Once the new command vehicle is complete, the old command vehicle will be donated to the Long Valley Fire department.

d. Training

Nothing to Report

e. Firewise Committee Actions and Activities

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

f. Miscellaneous

Burn permits are required and can be received on-line at the Cal Fire website or at the Mohawk Ranger station. The Air Quality Board determines burn days. Please call (530) 832-4528, press 5 for our region, and listen to the entire message for day designation and instructions.

g. Plumas County Fire Chiefs Association

Nothing to Report.

7. Water System Compliance

Results from testing October 7, 2021, showed the As level at the compliance point to be 9 ppb; at Well 1B (tested October 26) to be 5 ppb; and at Well 2 to be 14 ppb. The EPA Standard is 10 ppb. The running annual average (RAA) at the compliance point is 10 ppb, 8 ppb at Well 1B, and 15 ppb at Well 2.

The most recent results of the tests of the Quarterly samples taken on October 26, 2021, for Iron were .610 mg/l at Well 1B and .440 mg/l at Well 2; for Manganese were .0865 mg/l at Well

1B and .0966 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

Interim General Manager John Rowden advised the Board that due to delays the SRF application would be submitted in November 2021.

8. Liability Insurance

The Board was presented with the District Liability Insurance packages. It was noted that premiums had increased by nearly 60% from last year and the District will be exploring alternative options for the future.

Motion to authorize payment of CSD and Fire Department Liability and Life Insurance policies.

Motioned: Board Director Russ Bowring

2nd: Board Director Mark Shadowens

All in Favor

Aye – Chairperson Dave Stone

Aye - Board Director Mark Shadowens

Aye – Board Director Russ Bowring

Absent – Vice Chairperson Steve Janovick

Absent – Board Director Sherry Panick

9. Property Access Agreement Supporting A Fuels Management Project

The Board was presented with an agreement with the Feather River Resource Conservation District that will allow agents and contractors of the FRRCD and the Sierra Nevada Conservancy access to PECSD property to remove hazardous fuels and monitor management and regrowth for ten years.

Motion to approve the property access agreement with FRRCD and the Sierra Nevada Conservancy to remove hazardous fuels from PECSD properties

Motioned: Board Director Mark Shadowens

2nd: Board Director Russ Bowring

All in Favor

Aye – Chairperson Dave Stone

Aye - Board Director Mark Shadowens

Aye – Board Director Russ Bowring

Absent – Vice Chairperson Steve Janovick

Absent – Board Director Sherry Panick

10. Committee Reports

- a. Administrative Services
Nothing to report
- b. Budget and Finance
A meeting will be scheduled in the near future.
- c. Personnel and Benefits
Nothing to Report
- d. Water and Wastewater Services
Nothing to report.
- e. Safety and Emergency Services
Nothing to Report.

11. General Manager's Report

a. Finance

i. Consideration of October 2021 Financial Reports

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

Motion to accept September 2021 Financials as submitted.

Motioned – Vice Chairperson Steve Janovick

2nd – Board Director Russ Bowring

All in Favor.

Aye – Chairperson Dave Stone

Aye – Vice Chairperson Steve Janovick

Aye – Board Director Sherry Panick

Aye – Board Director Russ Bowring

Absent – Board Director Mark Shadowens

b. Administration

i. Status of Invoices and Liens

Administrative Manager Jillian Cole advised invoicing would commence in the coming days.

- a. Public Hearing regarding the placement of a lien for non-payment on the address 35 Aspen Cir.

Chairperson Dave Stone opened the Public Hearing at 0953 hours.

No response received.

Chairperson Dave Stone closed the Public Hearing at 0954 hours.

The Board directs Interim General Manager John Rowden to move forward with filing a lien to ensure repayment.

ii. Status of Accepting Payments

Administrative Manager Jillian Cole advised the Board that payments continue to be received on the new billing processes. Delinquent account collections will resume as normal this billing with the utility shutoff moratorium scheduled to end in December.

c. Projects, Operations & Maintenance

i. Operations and Maintenance

Water system flows for the month of September 2021 were 6,940,800 gallons at Well 1B and 3,415,000 gallons at Well 2. Use is down 1,924,600 gallons from August.

Issues & Updates:

A water leak was reported by residents at 13 Cedar Lane. Operators investigated the leak, and it was determined that the leak was coming from the water main that goes from Cedar Lane down to Pinecone Court. This water main runs in between the residents of 11 & 13 Cedar Lane. Due to limited district staffing, Folchi Construction was contacted to do the repair. Folchi was able to complete the repair within a couple days. Water service shut-off only affected the residents in Pinecone Court for approximately four hours. Service was restored, samples taken, and boil water notice was lifted after results came back absent for bacteria.

High water pressure was observed by operators during a Sunday at the wastewater plant on Sequoia Circle, the pressure at the time was well over 100 psi. Operators spent a few hours adjusting the PRVs to get the pressure back into normal operating range.

Wastewater Flows for the Month of September 2021 were 269,651 gallons at WWTP 6 and 811,172 gallons at WWTP 7.

Issues & Updates:

During routine inspections, operators observed that the VFD for Blower #1 had faulted. After looking into the problem, operators switched to the other blower and called

Sierra Controls to troubleshoot the issue, thinking it was a issue with the VFD. Sierra Controls found that the problem was not with the VFD but instead with the drive motor for the blower. An electrician was called out to look at the motor to identify the issue; it was found to be seized and inoperable. Operators removed the motor and took it to Sparks Electric Motor for repair. The General Manager contacted Kaeser, who is the manufacturer of the blowers, and who serviced and replaced the motor a year and a half ago to see if the motor was under warrantee. Unfortunately, the motor was no longer under warrantee; it had expired after 12 months. A couple weeks later, Blower #2 had its motor short circuit, causing the motor to fail. This has resulted in the treatment plant having no air within the system which is important for proper operation. Operators are having Sparks Electric Motor expedite the repair on the motor for Blower #1. Kaeser will be in district to replace Blower #2 motor with a new one in the coming week.

Operators are experiencing issues with flow through the clarifiers at the plant. This is due to a couple factors: 1) The sludge holding tanks leaks into the gallery, extra storage basin, which limits the operation of airlifting, causing solids to build up. 2) Due to the solids build-up, the flow of water through the plant does not happen as it should. Solids were not able to be removed as scheduled by Plumas sanitation due to company being dispatched to the Dixie Fire camps to service portable toilets and other gray water. Once released from the fire, Plumas sanitation will be in district to due solids removal as would normally happen during the summer.

d. Miscellaneous

Interim General Manager John Rowden advised the Board that the generator replacement project continues, space issues at WWTP 6 continue to slow progress.

The District will resume with excess property disposal in the coming months.

11. Written Correspondence to the Board

Nothing to Report.

12. Public/Board Comment Period

Nothing to report.

13. Future Agenda Items

- a. Special Meeting for WWTP debt refinancing 9/20/2021
- b. Insurance renewals
- c. 2020-2021 Audit

16. Adjournment

Chairperson Dave Stone adjourned the regular Board meeting at 1023 hours.

In Attendance:

Chairperson Dave Stone

Vice Chairperson Steve Janovick

Board Director Russ Bowring

Board Director Sherry Panick

Absent - Board Director Mark Shadowens

Respectfully Submitted,

(Signature on file)

Jillian Cole
Board Clerk