

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

[Web - www.pecsd.org](http://www.pecsd.org)

REGULAR

BOARD MEETING

MINUTES

January 11, 2023

9:00 AM

200 Lundy Lane

BLAIRSDEN, CA 96103

Board of Directors

Board Director VACANT

Board Director Steve Janovick

Board Director Todd Solomon

Board Director Don Fregulia

Board Director Cheryl Trenwith-Sinsel

1. Call Meeting to Order

Vice Chairperson Steve Janovick called to order the Regular Board Meeting of Plumas Eureka Community Services District (“PECS D”) at 0909 hours.

2. Approval of December 14, 2022 Special Board Meeting Minutes

The Board was presented with the December 14, 2022_Regular Board Meeting minutes

Motion to approve the December 14, 2022_Regular Board Meeting minutes as submitted.

Motioned: Board Director Todd Solomon

2nd: Board Director Don Fregulia

All in Favor.

Aye – Vice Chairperson Steve Janovick

Aye – Board Director Todd Solomon

Aye – Board Director Don Fregulia
Aye – Board Director Cheryl Sinsel

3. Elections of Board Officers

Vice Chairperson Steve Janovick opened nominations for Board Chairperson.

Board Director Todd Solomon nominates Steve Janovick for Chairperson of the Board of the Plumas Eureka Community Services District.

2nd: Board Director Don Fregulia

All in Favor.

Aye – Board Director Todd Solomon
Aye – Board Director Don Fregulia
Aye – Board Director Cheryl Trenwith-Sinsel

Steve Janovick is hereby appointed Chairperson of the Board of the Plumas Eureka Community Services District.

Chairperson Steve Janovick opened nominations for Board Vice Chairperson.

Board Director Todd Solomon nominates Don Fregulia for Vice Chairperson of the Board of the Plumas Eureka Community Services District.

2nd: Board Director Cheryl Trenwith-Sinsel

All in Favor.

Aye – Chairperson Steve Janovick
Aye – Board Director Todd Solomon
Aye – Board Director Cheryl Trenwith-Sinsel

Don Fregulia is hereby appointed Vice Chairperson of the Board of the Plumas Eureka Community Services District.

4. Water Treatment Plant and Pilot Study Update

General Manager Jamar Tate advised the Board that the skid containing all components of the pilot testing equipment had arrived. Representatives from Farr West Engineering will assist with assembly. Once assembled, engineers will draw three 3-day samples over a period of three weeks. An update will be provided at the next Regular Meeting of the Board.

5. Lift Station 7 Replacement Update

General Manager Jamar Tate advised the Board that the District has submitted a draft contract

with McGarr Excavation to District legal counsel for review. McGarr and Jensen Pre-Cast made a visit to the worksite on Sequoia Circle to confirm dimensions for a new lid and access hatch.

Pumps have been shipped on or about January 6, 2023. It is unknown if weather will be a factor for the delivery timeline.

6. Generator Project Update

The Board was provided with quotes for two portable generators. The choice is between a 100kW generator unit for \$49,753 or a 120kW generator unit for \$47,375. Both generators are used. The District would be using remaining grant funds from The CA Governor's office of Emergency Services PSPS program for the purchase.

The Board requested further information regarding warranties available as well as the hours of use for each unit and directed General Manager Jamar Tate to present his findings at a future meeting.

7. Fire Chief's Report

Clerk's Note: Fire Chief Steve Munsen was absent from this meeting. The Fire Chief's Report was read into the record by Clerk of the Board Jillian Cole

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 COVID 19 and will continue to follow CDC and NorCal EMS guidelines and requirements.

b. Personnel

The Department is still recruiting for volunteer firefighters. Interested parties can email volunteers@pecsd.org or contact the office at 530-836-0532.

c. Fire Apparatus & Equipment Maintenance

Portable radios were purchased with grant funds from CalFIRE. An air leak was discovered on engine 9121. Volunteers will work to diagnose and resolve the issue.

d. Training

Volunteers trained in chimney fire best practices. Six volunteers completed S-290 Intermediate Wildland Fire Behavior classes. Crew/Engine Boss training starts January 13, 2023.

e. Firewise Committee Actions and Activities

The District's new Firewise Certificate of Recognition has been issued. The certificate is valid through 2023.

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.

8. Water System Compliance

Results from testing December 15, 2022, showed the As level at the compliance point to be 7 ppb; at Well 1B to be 5 ppb; and at Well 2 to be 11 ppb. The EPA Standard is 10 ppb. The running annual average (RAA) at the compliance point is 8 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 October 13, 2022, for Iron were .150 mg/l at Well 1B and .750 mg/l at Well 2; for Manganese were .081 mg/l at Well 1B and .133 mg/l at Well 2. (The Secondary Standard for Iron is .300 mg/l. The Secondary Standard for Manganese is .05 mg/l.)

9. Committee Reports

Board Directors were appointed to District Committees as follows:

Budget & Finance Committee

Chair: Chairperson Steve Janovick

Member: Cheryl Trenwith-Sinsel

Operations Committee (Formerly Water & Wastewater)

Chair: Board Director Todd Solomon

Member: Vice Chairperson Don Fregulia

Safety & Emergency Committee

Chair: Vice Chairperson Don Fregulia

Member: Chairperson Steve Janovick

Administration & Personnel Committee

Chair: Board Director Cheryl Trenwith-Sinsel

Member: Board Director Todd Solomon

10. Fiscal Year 20/21 Audit Report

Following a discussion regarding the findings outlined in the Fiscal Year 2020-2021 Audit Report by Fechter & Co., the Board requested the item be taken up by the Budget & Finance Committee for further review. The committee plans on meeting with District Accountant Bequette & Kimmel to ask questions and form a recommendation to be presented at a subsequent Board meeting.

11. General Manager's Report

a. Finance

The Board was presented with Financial reports for October & November 2022.

Motion to accept October 2022 Financial reports as submitted.

Motioned: Vice Chairperson Don Fregulia

2nd: Board Director Todd Solomon

All in Favor.

Aye – Vice Chairperson Steve Janovick

Aye – Board Director Todd Solomon

Aye – Board Director Don Fregulia

Aye – Board Director Cheryl Sinsel

Motion to accept November 2022 Financial reports as submitted.

Motioned: Vice Chairperson Don Fregulia

2nd: Board Director Todd Solomon

All in Favor.

Aye – Vice Chairperson Steve Janovick

Aye – Board Director Todd Solomon

Aye – Board Director Don Fregulia

Aye – Board Director Cheryl Sinsel

b. Audit for FY 2021-2022

Auditors performed fieldwork at the District office on December 29 & 30, 2022.

c. Miscellaneous

Nothing to Report.

12. Operations Report

Water

November 2022 Flow: Well 1B – 1,572,000 gallons Well 2- 800 gallons Total- 1,572,800 gallons.

Operators were called to four locations for shut-off or turn on in December. Locations on Cottonwood and Eureka Springs requested seasonal shut-off/turn on, while locations on Oak Ct and Tamarack Pl needed shut-off due to leaks or plumbing issues.

Regulators from the State Water Resources & Control Board arrived December 19, 2022 to perform an inspection of the District's water system. The inspection included visits to the District's water tanks, via snowshoe, along with both wells. No immediate issues were detected.

Wastewater

November 2022 Flow: WWTP # 6- 217,434 gallons; WWTP # 7: 1,380,748 gallons. Total: 1,598,182 gallons.

WWTP 7 experienced a pump failure. Operators called Plumas Sanitation to pump out the basin to maintain levels until the pump could be replaced the following day. The failed pump was sent to Sparks Electric Motor for repair.

Misc.

Operators have been busy with snow removal on District roads and facilities.

13. Administration

a. The Board was advised that preparations for the January 16, 2023 invoicing are taking place. Bill cards will be sent in an envelope this quarter due to issues with USPS machines and cards which took place during the October invoicing.

1. The Public Hearing(s) for Delinquent Accounts were cancelled as all accounts had been settled or were pending payment arrangement at the time of this meeting.

b. Shred-it is scheduled to make a stop at the District later this month to shred/destroy outdated documents in accordance with the District's Records Retention policy. Post-audit office reset is currently in progress.

14. Written Correspondence to the Board

Nothing to Report.

18. Public/Board Comment Period

Nothing to Report.

19. Future Agenda Items

- Filling Vacancies on the Board of Directors
- FY 20/21 Audit Report
- Portable Generator Purchase
- Board Meeting Schedule

20. Adjournment

Chairperson Steve Janovick adjourned the regular Board meeting at 1147 hours.

In Attendance:

Vice Chairperson Steve Janovick

Board Director Todd Solomon

Board Director Don Fregulia

Board Director Cheryl Sinsel

Board Director VACANT

Respectfully Submitted,

(Signature on file)

Jillian Cole
Board Clerk