

**PLUMAS EUREKA COMMUNITY SERVICES DISTRICT**

**200 LUNDY LANE**

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**REGULAR**

**BOARD MEETING**

**MINUTES**

**October 12, 2022**

**9:00 AM**

**200 Lundy Lane**

**BLAIRSDEN, CA 96103**

Board of Directors

Board Director Mark Shadowens

Board Director Steve Janovick

Board Director Todd Solomon

Board Director Don Fregulia

Board Director VACANT

1. Call Meeting to Order

Chairperson Mark Shadowens called to order the Regular Board Meeting of Plumas Eureka Community Services District ("PECS D") at 0903 hours.

2. Filling Vacancies on the Board of Directors

*This item was tabled due to the absence of the appointee.*

3. Approval of July 13, 2022, Regular Board Meeting Minutes

Motion to approve the July 13, 2022, Regular Board Meeting minutes as submitted.

Motioned: Board Director Don Fregulia n

2<sup>nd</sup>: Vice Chairperson Steve Janovick

All in Favor.

Aye - Chairperson Mark Shadowens

Aye - Vice Chairperson Steve Janovick  
Aye - Board Director Todd Solomon  
Aye - Board Director Don Fregulia

4. Approval of September 14, 2022, Regular Board Meeting Minutes

Motion to approve the September 14, 2022, Regular Board Meeting minutes as submitted.

Motioned: Board Director Todd Solomon  
2<sup>nd</sup>: Vice Chairperson Steve Janovick

All in Favor.

Aye - Chairperson Mark Shadowens  
Aye - Vice Chairperson Steve Janovick  
Aye - Board Director Todd Solomon  
Aye – Board Director Don Fregulia

5. Water Treatment Plant & Pilot Study Update

The Board was briefed on the status of ongoing pilot testing for the District’s Water Treatment Plant project. Lucas Tipton, District Engineer and John Rowden, Project Manager advised the Board that communications with State Regulators, in regard to the project redesign and submittal, is ongoing. Submission of the full State Revolving Fund is expected by December 31, 2022. A request was made for the release of existing funds from existing Farr West Task Order 17, approved by the Board in February 2022.

Motion to approve the release of remaining funds in Farr West Engineering Task Order 17.

Motioned: Board Director Todd Solomon

2<sup>nd</sup>: Board Director Don Fregulia

All in Favor.

Aye –Chairperson Mark Shadowens  
Aye - Vice Chairperson Steve Janovick  
Aye – Board Director Todd Solomon  
Aye – Board Director Don Fregulia

6. Lift Station 7 Replacement

The Board was briefed by General Manager Jamar Tate regarding the progression of the emergency repairs at WWTP 7. Mr. Tate presented a quote from Cashman Rentals for equipment to bypass the existing lift station while repairs are made to the interior. Farr West

Engineering is working on obtaining a second quote from PAC Machine. Plans with drawings have been submitted to three local contractors with one response from Simerson Construction received so far. No action was taken.

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

### b. Personnel

Recruiting signs have been placed outside the District Office/Fire Department. An email has been set up for prospective volunteers at [volunteers@pecsd.org](mailto:volunteers@pecsd.org).

### c. Fire Apparatus & Equipment Maintenance

The Department continues work on OES qualifications and has submitted required documents to the CA OES 1122 program to purchase a new rescue truck. The PECSD Auxiliary has pledged \$10,000.00 to assist with purchase costs not covered by the program.

### d. Training

Firefighters performed drills including air bag deployment and use, and structure fire simulation.

### e. Firewise Committee Actions and Activities

Nothing to Report.

### f. Miscellaneous

The Department has been approved for a grant from CalFIRE for the purchase of extrication equipment.

Burn permits have been suspended as of June 13, 2022.

## 8. Water System Compliance

Results from testing Sept 8, 2022, showed the As level at the compliance point to be 11 ppb; at Well 1B to be 7 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 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 July 11, 2022, for Iron were .140 mg/l at Well 1B and 1.750 mg/l at Well 2; for Manganese were .0954 mg/l at Well 1B and .243 mg/l at Well 2. (The Secondary Standard for Iron is .300 mg/l. The Secondary Standard for Manganese is .05 mg/l.)

9. Resolution 2022-06 Conflict of Interest Code Amendment

The Board was presented with Resolution 2022-06, an amended Conflict of Interest Code indicating FPPC 700 Forms shall be collected annually from Board Members and the District's General Manager.

Motion to approve Resolution 2022-06 as submitted.

Motioned: Vice Chairperson Steve Janovick  
2<sup>nd</sup> Board Director Todd Solomon

All in Favor.

Aye – Chairperson Mark Shadowens  
Aye – Vice Chairperson Steve Janovick  
Aye – Board Director Todd Solomon  
Aye – Board Director Don Fregulia

10. Committee Reports

Budget & Finance: Nothing to Report.

Water Wastewater: Nothing to report.

Ad Hoc Golf Course: A determination was made by the committee that no changes be made to the billing for Plumas Pines Golf Group, as the fixture count confirmed current billing is accurate and appropriate. The committee is hereby disbanded.

11. General Manager's Report

a. Finance

The Board was presented with Financial reports for September 2022.

Motion to accept the September 2022 Financial reports.

Motioned: Board Director Don Fregulia  
2<sup>nd</sup>: Vice Chairperson Steve Janovick

All in Favor.

Aye – Chairperson Mark Shadowens  
Aye - Vice Chairperson Steve Janovick  
Aye – Board Director Todd Solomon  
Aye – Board Director Don Fregulia

b. 2020/2021 Audit

Staff remain in contact with Auditors and have been advised a report will be available in the coming weeks. The Board has requested a schedule for beginning the 2021-2022 Fiscal Year Audit as soon as possible.

c. Generator Project Update

Ventilation issues have been resolved and new parts have been ordered with completion scheduled for early November.

d. Liability Insurance

The District has received a quote for liability insurance from ISU-Atwood Agency. The policy for the Fire Department is invoiced at an annualized rate of \$44,840.00, a 224% increase from 2021. The Board requests a Special Meeting with a representative of ISU-Atwood before taking any action on this item. This meeting will be held Oct 20, 2022, at 1200 hours

e. Properties Actions

Nothing to report

f. Fuels Reduction Project

General Manager Jamar Tate reports that the project will commence in the coming weeks. An update will be given at a future meeting.

## 12. Operations Report

### Water

July 2022 Flow: Well 1B – 6,539,800 gallons Well 2- 2,725,900 gallons Total- 9,265,700 gallons.

Backflow preventer testing was conducted September 28, 2022. All devices were found to be operational.

### Wastewater

June 2022 Flow: WWTP # 6- 214,778 gallons WWTP # 7: 703,151 gallons Total: 917,929 gallons.

### Misc.

A dead or dying tree on District property was removed near 56 Ponderosa Dr.

Operators loaded and hauled slash piles from District property maintenance to the Graeagle burn pile.

## 13. Administration

Administrative Manger Jillian Cole briefed the Board on the status of the upcoming October 15, 2022 invoicing, current property liens, Delinquent and shut-off notices, and office reorganization efforts. The District's main printer/scanner/copier was repaired and is back in

regular working order. Fiscal Year 2021/2022 audit preparations have begun in earnest.

14. Written Correspondence to the Board

Nothing to Report.

15. Public/Board Comment Period

Nothing to Report.

16. Future Agenda Items

Capital Budget/Expenditure statements  
Separate Bank Accounts for Water Debt Service Funds  
Appointing a new Board Director  
Accounting updates  
District Riverside property vehicle deterrence

17. Adjournment

Chairperson Mark Shadowens adjourned the Regular Board meeting at 1104 hours.

In Attendance:

Chairperson Mark Shadowens  
Vice Chairperson Steve Janovick  
Board Director – Todd Solomon  
Board Director Don Fregulia

Respectfully Submitted,

(Signature on file)

Jillian Cole  
Board Clerk