

PLUMAS EUREKA COMMUNITY SERVICES
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REGULAR BOARD MEETING
MINUTES

June 10, 2020

HELD VIA ZOOM

Board of Directors

Chairperson Dave Stone
Vice Chairperson Melinda Bennett
Board Director Steve Janovick
Board Director Shery Panick
Board Director Russ Bowring

1. Call Meeting to Order

Chairperson Dave Stone called to order the Regular Board Meeting of Plumas Eureka Community Services District (“PECSD”) at 0901 hours.

2. Approval of May 13, 2020 Regular Board Meeting Minutes

Motion to approve the May 13, 2020 Regular Board Meeting minutes as corrected.

Motioned - Vice Chairperson Melinda Bennett

2nd – Board Director Sherry Panick

All in Favor.

Aye – Chairperson Dave Stone

Aye – Vice Chairperson Melinda Bennett

Aye – Board Director Steve Janovick

Aye – Board Director Sherry Panick

Aye – Board Director Russ Bowring

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

Nothing to Report.

c. Fire Apparatus & Equipment Maintenance

FEPP Documents have been submitted to CalFire personnel and the Department's application is currently being processed.

d. Training

Firefighters participated in limited training in the month of May due to the COVID 19 pandemic. Attendance at these trainings have been consistently improving.

e. Firewise Committee Actions and Activities

Nothing to Report.

f. Miscellaneous

Nothing to Report.

g. Plumas County Fire Chiefs Association

Nothing to Report.

4. Water System Compliance

Results from testing May 11, 2020 showed the As level at the compliance point to be 7 ppb, at Well 1B to be 7 ppb; and at Well 2 to be 9 ppb and 11 ppb. The EPA Standard is 10 ppb. The 1st Quarter average is 7 ppb at the compliance point, 7 ppb at Well 1B, and 11 ppb at Well 2. The running annual average (RAA) at the compliance point is 9 ppb; 7 ppb at Well 1B; and 13 ppb at Well 2.

The results of testing for Iron and Manganese taken January 7, 2020 were 0.810 at Well 1B and 0.520 at Well 2; for Manganese were 0.110 mg/l at Well 1B and 0.080 mg/l at Well 2, The Secondary Standard for Iron is 0.300 mg/l. The Secondary Standard for Manganese is 0.05 mg/l.

District staff are still collaborating with District Engineer Farr West Engineering to examine options for improving the water system.

Waiver materials required reprinting after an error was discovered. Waivers will be distributed in July.

5. WWTP #6 Repair or Replacement

The Board was advised of improvements needed at WWTP #6. Of immediate concern was the failure of the lift station earlier in the month. Operators were able to make repairs and order a new pump, but the station will need rebuilding soon.

6. Customer Rates for 2020-2021 Fiscal Year

The Board was presented with the draft rates for the 20-21 Fiscal Year. Due to the requirement for the customer waiver, water rates were held at their current levels. Sewer customers will experience a nominal increase.

Motion to approve the 2020-2021 Fiscal Year customer rates as proposed.

Motioned: Vice Chairperson Melinda Bennett

2nd: Board Director Sherry Panick

All in Favor.

Aye – Chairperson Dave Stone

Aye – Vice Chairperson Melinda Bennett

Aye – Board Director Steve Janovick

Aye – Board Director Sherry Panick

Aye – Board Director Russ Bowring

7. Committee Report

Interim General Manager John Rowden advised the Board he would continue working with them on recruiting and organizing meetings for standing committees.

- Budget/Finance Committee
The Budget/Finance Committee met at the end of May to discuss and recommend a fee structure for the 20/21 Fiscal Year, and to review the draft Budget.
- Personnel and Benefits Committee
- Safety and Emergency Services Committee
- Water and Wastewater Services Committee
- Administrative Services Committee

8. General Manager's Report

a. Finance

i. Consideration of May 2020 Financial Reports

The Board was presented with the financial reports for May 2020

Motion to approve May 2020 Financials as submitted.

Motioned - Board Director Russ Bowring

2nd – Vice Chairperson Melinda Bennett

b. Administration

i. Status of Invoices and Liens

Administrative manager Jillian Cole advised the Board that Delinquent accounts had been contacted although there is a moratorium on shutoffs for non-payment due to the pandemic.

Two properties with liens attached were sold in the month of April. Ms. Cole is coordinating with the county to remove the liens.

ii. The Board was advised that payment backlogs had been caught up, and that preparations were in place for billing to take place the first week of July.

c. Projects, Operations & Maintenance

i. Operations and Maintenance

Water system flows for the month of May were 8,578,700 gallons.

Demand has increased significantly due to the warm weather and Summer travel season.

Distribution mains have been flushed as part of their semi-annual maintenance. Operators also took this opportunity to perform routine valve exercise maintenance.

Wastewater flows were calculated at 366,571 gallons at WWTP 6 and 985,436 gallons at WWTP 7 for the month of May.

The District has received two requests for wastewater service. Residents are working with District Engineers to ensure connections meet all current industry standards.

Operators are adjusting reporting spreadsheets to comply with District's new quarterly reporting requirements.

The District continues to seek bids for cleaning of the wastewater collection system and for repairs at manholes designated with I & I issues.

Other operations projects of note include District property clean ups, District road pothole repairs, replacing siding damaged by wildlife at WWTP #6, hazard tree abatement, and fire hydrant maintenance.

- d. Miscellaneous
Nothing to Report.

- 9. Written Correspondence to the Board
Nothing to Report.

- 10. Public/Board Comment Period
Nothing to Report

- 11. Future Agenda Items
 - a. FY 20/21 Budget
 - b. Waiver of iron and manganese standards
 - c. July Invoicing

- 12. Adjournment
Chairperson Dave Stone adjourned the regular Board meeting at 1129 hours.

In Attendance:

Chairperson Dave Stone

Vice Chairperson Melinda Bennett

Board Director Steve Janovick

Board Director Sherry Panick

Board Director Russ Bowring

Respectfully Submitted,

(Signature on file)

Jillian Cole
Board Clerk

