

**PLUMAS EUREKA COMMUNITY SERVICES DISTRICT**

**200 LUNDY LANE**

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**REGULAR**

**BOARD MEETING**

**MINUTES**

**September 14, 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 0901 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

*This item was tabled due to a lack of a quorum.*

4. Approval of August 10, 2022, Regular Board Meeting Minutes

Motion to approve the August 10, 2022, Regular Board Meeting minutes as submitted.

Motioned: Board Director Todd Solomon

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

All in Favor.

Chairperson Mark Shadowens  
Vice Chairperson Steve Janovick  
Board Director Todd Solomon

Absent – Board Director Don Fregulia

5. District Surveyor Task Order 2 – General Services

The Board was presented with Task Order 2 from Bastian Engineering pertaining to miscellaneous work requested by the Board of Directors General Manager not related to an existing Task Order.

Motion to approve the Bastian Engineering Task Order 2 – General Services not to exceed \$10,000.00.

Motioned: Board Director 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

Absent – 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 CH Spencer for pumps and rails to be installed in the amount of \$21,500.00.

Motion to approve the proposal from CH Spencer LLC to supply pumps and rails for WWTP 7.

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

Absent – Board Director Don Fregulia

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

Firefighter Lew Prince resigned in August. Captain Jeff Train suffered a severe injury and will be out of service for up to 3 months. Firefighter Larry McCabe has joined the Department.

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 is working on OES qualifications and will participate in the CA OES 1122 program to purchase a new rescue truck.

The Board was presented with a quote from LN Curtis and Sons for the purchase of new extrication equipment for the Department in the amount of \$39,529.67.

Motion to approve LN Curtis & Sons quote# 235164 for extrication equipment in the amount of \$39,529.67.

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

Absent – Board Director Don Fregulia

d. Training

The Fire Station underwent a reorganization. Excess fire hose was donated to a local Fire Dept.

e. Firewise Committee Actions and Activities

Nothing to Report.

f. Miscellaneous

The Department has applied for a grant from CalFIRE for the purchase of equipment. Burn permits have been suspended as of June 13, 2022.

8. Resolution 2022-04 Approving the Department of Forestry and Fire Protection Agreement #7GF22092

The Board was presented with Resolution 2022-04 approving a grant from the CA Department of Forestry and Fire Protection through the Volunteer Fire Capacity Program of the Cooperative Forestry Assistance Act of 1978 to purchase upgraded firefighter equipment.

Motion to approve Resolution 2022-04 Approving the Department of Forestry and Fire Protection Agreement #7GF22092

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

Absent – Board Director Don Fregulia

9. Water System Compliance

Results from testing August 15, 2022, showed the As level at the compliance point to be 11 ppb; 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 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.)

10. Water Treatment Plant and Pilot Study Update

The Board was briefed by General Manager Jamar Tate and Project Manager John Rowden. The District is still awaiting a response from State Regulators regarding additional pre-funding pilot testing.

11. Committee Reports

Budget & Finance: Nothing to Report.

Water Wastewater: Nothing to report.

Ad Hoc Golf Course: an evaluation and fixture count is being conducted by General Manager Jamar Tate, the committee will meet to make a final determination.

## 12. General Manager's Report

### a. Finance

The Board was presented with Financial reports for July 2022.

Motion to accept the July 2022 Financial reports.

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

Absent – Board Director Don Fregulia

### b. 2020/2021 Audit

Staff remain in contact with Auditors and have submitted answers to final inquiries.

### c. Generator Project Update

An engineering oversight caused a ventilation issue with one of the newly installed generators. Repairs are underway.

### d. Liability Insurance

The District is awaiting a quote from SDRMA for new liability insurance.

### e. Properties Actions

General Manager Jamar Tate will be issuing letters to parties involved in the District's plan to dispose of excess properties.

### f. Fuels Reduction Project

Nothing to Report.

## 13. Operations Report

Water

July 2022 Flow: Well 1B – 6,277,500 gallons Well 2- 5,199,000 gallons Total- 11,476,500 gallons.

The District was notified of a significant leak within the irrigation system of the Sequoia Cir park. Operators identified and repaired the issue.

The chemical feed pump at Well 2 was discovered to be leaking. The pump was replaced with a back-up and the malfunctioning pump was sent to Cannon Water for evaluation and repair.

#### Wastewater

June 2022 Flow: WWTP # 6- 272,669 gallons WWTP # 7: 731,419 gallons Total: 1,004,088 gallons.

Operators replaced an O-ring in the effluent filter at WWTP #6. Efforts to improve effluent quality continue.

#### Misc.

The meadow on Ponderosa Dr was mowed. Operators were provided stand-by assistance from the Plumas Eureka Fire Department to mitigate fire danger.

### 14. Administration

#### a. County Tax Rolls

Administrative Manager Jillian Cole presented the Board with Resolution 2022-05 requesting the District’s delinquent charges be attached to the Plumas County Tax Rolls for Fiscal Year ending 2022.

Chairperson Mark Shadowens opened the Public Hearing regarding the attachment of delinquent charges to the Plumas County Tax Rolls at 1015 hours.

Upon receiving no response from the public, Chairperson Mark Shadowens closed the Public Hearing regarding the attachment of delinquent charges to the Plumas County Tax Rolls at 1016 hours.

Motion to approve Resolution 2022-05 requesting delinquent charges be attached to the Plumas County Tax Rolls for Fiscal Year ending 2022.

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

Absent – Board Director Don Fregulia

Administrative Manager Jillian Cole briefed the Board on the status of July 15, 2022 invoicing, current property liens, Delinquent and shut-off notices, and office reorganization efforts. Also of note was the failure of the District's main printer/scanner/copier. A technician from Smile Business Services has made a diagnosis and provided the District with a second machine to use in the meantime. This has resulted in a significant lag in communication time for several routine office procedures. A part has been ordered.

15. Written Correspondence to the Board

Nothing to Report.

16. Public/Board Comment Period

Nothing to Report.

17. Future Agenda Items

2020/2021 Audit Report

Map of Fuels Reduction Project

Appointing a new Board Director

Strategic Plan Development

18. Adjournment

Chairperson Mark Shadowens adjourned the Regular Board meeting at 1023 hours.

In Attendance:

Chairperson Mark Shadowens

Vice Chairperson Steve Janovick

Board Director – Todd Solomon

Absent - Board Director Don Fregulia

Respectfully Submitted,

(Signature on file)

Jillian Cole  
Board Clerk