

PLUMAS EUREKA COMMUNITY SERVICES DISTRICT

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REGULAR BOARD MEETING MINUTES

January 13, 2021

HELD VIA ZOOM

Board of Directors

Chairperson Dave Stone

Vice Chairperson Steve Janovick

Board Director Shery Panick

Board Director Russ Bowring

Board Director Vacant

1. Call Meeting to Order

Chairperson Dave Stone called to order the Regular Board Meeting of Plumas Eureka Community Services District (“PECSD”) at 0900 hours.

2. Selection of Officers

Nominate Dave Stone as Chairperson of PECSD Board of Directors

Motioned: Board Director Steve Janovick

2nd: Board Director Sherry Panick

All in Favor.

Aye – Board Director Russ Bowring

Aye - Board Director Steve Janovick

Aye – Board Director Sherry Panick

Nominate Steve Janovick as Vice Chairperson

Motioned: Chairperson Dave Stone

2nd Board Director Sherry Panick

All in Favor.

Aye – Board Director Russ Bowring

Aye – Chairperson Dave Stone

Aye – Board Director Sherry Panick

3. Approval of December 9, 2020 Regular Board Meeting Minutes

This item was tabled to the next Regular Board meeting due to an administrative error.

4. Filling the Vacancy on the Board

This item was tabled to the next Regular Board Meeting due to more than one candidate applying for the position. At issue was whether enough time had elapsed since the resignation of Melinda Bennett. The Board will consider the applications of both Mark Shadowens and Todd Solomon before making an appointment.

5. Selection of Standing Committees

Interim General Manager John Rowden recommended the Board reconsider some of the committee appointments considering the arrival of Russ Bowring and departure of Melinda Bennett since their creation. The suggested changes are as follows:

- a. Budget and Finance Committee
Chair: Russ Bowring; Member: Dave Stone
- b. Personnel and Benefits Committee
Chair: Dave Stone; Member: Russ Bowring
- c. Administrative Committee
Chair: Sherry Panick; Member: TBD
- d. Emergency Services Committee
Chair: TBD; Member: Steve Janovick
- e. Water and Wastewater Services Committee
Chair: Steve Janovick; Member: Sherry Panick

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.

b. Personnel

Covid-19 vaccine shots have begun for department personnel.

c. Fire Apparatus & Equipment Maintenance

9122 & 9121 have completed their annual major service and DOT inspection.
Engine Pump testing for ISO (Insurance Service Office) completed and passed.

A new maintenance schedule for engines has gone into effect. The new criteria are 20 engine hours or 50 miles, whichever comes first.

d. Training

Skill testing review for Firefighters' EMR recertifications took place in December.

e. Firewise Committee Actions and Activities

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

f. Miscellaneous

The Department continues with its community outreach program.

People who have a burn permit are allowed to burn on burn days only. The Air Quality Board determines burn days, please call (530) 832-4528, then press 5 for our region and listen to the entire message to know when a burn day occurs.

g. Plumas County Fire Chiefs Association

All Meetings have been cancelled until future notice.

7. Water System Compliance

Results from testing Dec 3, 2020, showed the As level at the compliance point to be 7 ppb; at Well 1B to be 10 ppb; and at Well 2 to be 12 ppb. The EPA Standard is 10 ppb. The 4th Quarter average is 9 at the compliance point, 8 ppb at Well 1B, and 14 ppb at Well 2. The running annual average (RAA) at the compliance point is 9 ppb, 8 ppb at Well 1B, and 13 ppb at Well 2.

The most recent results of the tests of the Quarterly samples taken on October 6, 2020 for Iron were .280 mg/l at Well 1B and .450 mg/l at Well 2; for Manganese were .092 mg/l at Well 1B and .101 mg/l at Well 2. (The Secondary Standard for Iron is .300 mg/l. The Secondary Standard for Manganese is .05 mg/l.)

8. Water Treatment Plant to Remove Arsenic

Interim General Manager John Rowden made a presentation regarding the decision currently facing the Board regarding the Water Treatment Plant. The presentation touched on many factors, including regulations, history, and current system status & costs. A lengthy discussion followed, input from members of the community included damage to fixtures from mineral deposits, metered usage, and the need to invest in the future of the Community.

Motion to resume the construction process of the PECSD Water Treatment Plant.

Motioned: Vice Chairperson Steve Janovick

2nd: Sherry Panick

All In Favor

Aye – Chairperson Dave Stone

Aye – Vice Chairperson Dave Stone

Abstain – Board Member Russ Bowring

Aye – Board Member Sherry Panick

9. WWTP 6 Repair or Replacement

The Board was Briefed by Chief Operator Jamar Tate about the progress of the emergency lift station project at WWTP 6. Mr. Tate advised the Board the exterior of the lift station had been installed. Operators continue to meet regularly with engineers and contractors. Sierra Controls will arrive in the following days to begin their tasks of programming. Project completion is expected at the end of January.

10. Facilities Operator Policy

Interim General manager John Rowden presented the Board with a facilities Operator Job description policy. Features include:

- Facilities Operator is the first level water and wastewater operator for the District.
- Focus on professional development and credentials
- Laborer + at least one water or wastewater certification
- Operator in Training for wastewater

Motion to approve modified Facilities Operator Policy 2330.

Motioned: Board Director Sherry Panick

2nd: Vice Chairperson Steve Janovick

All in Favor

Aye – Chairperson Dave Stone

Aye – Vice Chairperson Steve Janovick

Aye – Board Director Sherry Panick

Aye – Board Director Russ Bowring

11. Committee Report

a. Administrative Services

b. Budget and Finance

c. Personnel and Benefits

d. Water and Wastewater Services

Interim General Manager John Rowden will continue working with the Water and Wastewater Committee regarding financing for upcoming Capital Improvement Projects.

e. Safety and Emergency Services

12. General Manager's Report

a. Finance

i. Consideration of December 2020 Financial Reports

The Board was presented with the financial reports for December 2020

Motion to approve December 2020 Financials as submitted.

Motioned – Vice Chairperson Steve Janovick

2nd – Board Director Sherry Panick

All in Favor.

Aye – Chairperson Dave Stone

Aye – Vice Chairperson Steve Janovick

Aye – Board Director Sherry Panick

Aye – Board Director Russ Bowring

ii. FY 2019-2020 Audit

Interim General Manager John Rowden advised the Board that the FY 2019-2020 audit would take place February 3-4, 2021, and that auditors would be working with District Staff to prepare, including the workshop with the District Budget & Finance Committee on January 22.

b. Administration

i. Status of Invoices and Liens

Administrative manager Jillian Cole advised January invoicing had taken place, with invoices being fully distributed in a matter of hours rather than days with the new system. There are no changes to lien properties currently. The utility shut off moratorium remains in effect.

ii. Status of Administrative Improvements Contract

Administrative Manager Jillian Cole advised the Board that property files had been delivered to the office for permanent filing. The next task for completion will be the improvements to the District website.

c. Projects, Operations & Maintenance

i. Operations and Maintenance

Water system flows for the month of December 2020 were 1,472,800 gallons at Well 1b and N/A gallons at Well 2 (Did not run).

Issues & Updates:

- Well 2 to Tank Communication: The operators are still experiencing intermittent communication failures between Well 2 and the water tanks.

Wastewater Flows for the Month of December 2020 were 191,113 gallons at WWTP 6 and 916,515 gallons at WWTP 7.

Issues & Updates:

- WWTP 7 Blower: Drive belts on blower #1 we found broken. Operators switched to blower #2, replaced the belts on blower #1 and returned it to service.
- Air Compressor: Air compressor at WWTP 7 had a failure with the pressure switch. Operators removed the compressor and installed a backup compressor. Operators have ordered parts and repaired the compressor.
- Spill @ WWTP 6: At approximately 10:30 am on Saturday December 26th while doing the rounds, operator Prince noticed water coming out of one of the manholes on West Ponderosa. Plumas Sanitation was called immediately to have them pump out the manhole. The General Manager was notified to inform him of the situation. The operator had previously wired in a backup in the new manhole that was provided by the contractor doing the lift station upgrades. It was found that the pump was not operating due to the control float getting hung up. The float was freed up and the pump began to run, stopping the overflow within 5 minutes. Plumas Sanitation showed up about 15 minutes later and pumped out the manhole. Once the manhole was pumped down, the operator had them push the suction hose down the collection line as well as dumping their truck back through that line to clear it. The operator then chlorinated the area to disinfect the spill site. The General Manager was notified of the amount of the spill for reporting purposes to the state; it was estimated the spill was 200 gallons.

The toilet in the restroom adjacent to the Operators' Office has been replaced after being found to have had a crack in the tank.

13. Written Correspondence to the Board

Dede Barnhart Wed, Jan 6, 2021 at 7:40 AM

To: Jillian Cole , Dave Stone , "russ.pecsd@gmail.com" , John Rowden , Steve , Sherry Panick

Hi Jillian and PECSD Board Members,

It was with dismay that we received, for the first time ever, our PECSD bill via email that had no subject line and no message in the body of the email. (See screen shot below). The only thing in the body of the email was the attachment to click on. As you know, phishing and email scams are rampant and this email looks exactly like a phishing email with the threat of compromising our computer system and email account. We felt we were taking a risk by opening it up. We urge the PECSD do a better job of delivering secure bills to customers, both digitally and via mail. An email bill should include a subject line and the body of the email should include a specific, identifying message that indicates the attachment is a bill from the PECSD. Even better would be a customer "log in" to the account to pay or print the bill.

Mailed bills should not be sent in a post card format, because a small printed postcard is easily lost or mistaken for junk mail.

It is 2021. Surely the CSD can do a better, more secure job of billing it's customers.

Thank you, Dede and Fred Barnhart

todd solomon Sun, Jan 3, 2021 at 11:03 AM

To: John Rowden , jillian.pecsd@gmail.com, melinda.pecsd@gmail.com, dave.pecsd@gmail.com, steve.pecsd@gmail.com, sherry.pecsd@gmail.com, gardengecko@hotmail.com

Hello, we have a house on Sugar Pine Drive. We recently (1 week ago) remodeled 2 bathrooms and installed all new fixtures and sinks, toilets etc. Both new sinks and toilets have stained with a weird almost rough brown build up where the water comes out of the faucet. Ruined new fixtures in one week of use. Cost \$1900!! We have a paper element filter coming into the house, but obviously the water quality being supplied is terrible. We voted to approve the treatment plant to remove manganese and iron, but unfortunately short sighted occasional home owners voted this down. Sadly. The word is out that the water in Plumas Pines is bad, and we now witnessed just how bad it is.

Todd and Kathleen Solomon 203 and 205 Sugar Pine Drive

14. Public/Board Comment Period

Members of the public in attendance commended the Board for their steadfast dedication to the community throughout the District's Water treatment deliberations.

15. Future Agenda Items

- a. Billing Ordinance Revision
- b. Water Treatment Plant Project Report
- c. FY 2019/2020 Audit
- d. Filling Board Vacancy

16. Adjournment

Chairperson Dave Stone adjourned the Regular Board meeting at 1040 hours.

In Attendance:

Chairperson Dave Stone
Vice Chairperson Steve Janovick
Board Director Sherry Panick
Board Director Russ Bowring

Respectfully Submitted,

(Signature on file)

Jillian Cole
Board Clerk