

PLUMAS EUREKA COMMUNITY SERVICES DISTRICT
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**REGULAR
BOARD MEETING
MINUTES
June 12, 2019**

Board of
Directors

Chairperson Frank Shepard
Vice Chairperson Dave Stone
Board Director Melinda Bennett
Board Director Steve Janovick
Board Director Dan Bastian

1. Call Meeting to Order

Chairperson Frank Shepard called to order the Regular Board Meeting of Plumas Eureka Community Services District (“PECSD”) at 0903 hours.

2. Approval of May 8, 2019 Regular Board Meeting Minutes

Motion to approve the May 8, 2019 Regular Board Meeting Minutes as amended.

Motioned: Board Director Melinda Bennett

2nd: Board Director Steve Janovick

All in Favor.

Aye – Vice Chairperson Dave Stone

Aye – Board Director Dan Bastian

Aye – Board Director Steve Janovick

Aye – Board Director Melinda Bennett

Abstain – Chairperson Frank Shepard

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

Firefighter Lew Prince has returned to service with PEFD. He will give the Department a needed EMR asset during the daytime hours. Welcome back, Lew.

c. Fire Apparatus & Equipment Maintenance

SCBA tanks will have their annual servicing on June 13.

The Department will begin to explore the acquisition of a Type I engine to replace the outmoded engine 9122.

A battery issue has been discovered on truck 9178. The batteries have been replaced.

d. Training

Firefighter Gary McFarland graduated as class Valedictorian from the Quincy Fire Academy on May 11, 2019. Congratulations, Gary.

f. Firewise Committee Actions and Activities

Johnsville is the latest community in the area to achieve Firewise status.

g. Miscellaneous

The Plumas Eureka Community Auxiliary (PECAUX) will be donating several items to the Fire Department this Summer, including a Swiftwater dry suit, a windsock and frame for the Department's main Care Flight landing zone, and BLS and Heartsaver manuals to be utilized for training. The Department is grateful to PECAUX for its continued support for Firefighters/First Responders, and the community they serve.

4. Water Treatment Facility Project: Arsenic Remediation

Samples were taken June 6, 2019, but results were not available until shortly before the meeting. Results from testing 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 10 ppb. The EPA Standard is 10 ppb. The running annual average (RAA) at the compliance point is 8.2 ppb, 5.8 ppb at Well 1B, and 13.7ppb at Well 2.

Interim General Manager John Rowden advised that the SWRCB has granted the District's request to rescind Compliance Order 01-02-16R-002, on the conditions that the District submit a revised Operations permit, a draft Operations Plan, and monthly Operations Reports with additional specific information, beginning with the June report.

The Board instructed John Rowden to suspend the District's application for a construction loan with the State Revolving Fund (SRF).

Additionally, after discussion, the Board directed Interim General Manager John Rowden not to follow up with FEMA regarding the District's Map Adjustment request for the plant's prospective parcel.

5. WWTP #6 Repair or Replacement

The Board was presented with Task Order #7 from Farr West Engineering, which would provide the District with a Preliminary Engineering Report (PER) focusing on the replacement, repair or consolidation of Wastewater Treatment Plant #6 (WWTP #6). If accepted, the estimated cost to the District is \$69,000.00

Board Director Dan Bastian voiced concern over the stipulations in the order stating that PER revisions required by regulatory review would require an additional scope of work. He felt the District needed assurance from Farr West that any PER generated would be acceptable to a State Funding Agency.

Board Director Melinda Bennett felt the proposal may present something more detailed, and more expensive, than the Board would require to make a decision on a course of action.

Interim General Manager John Rowden advised that the proposed format may be beneficial in that it would be ready for Environmental Review.

The Board directed Interim General Manager John Rowden to collaborate with Farr West Engineering regarding the District's specific needs for this report.

6. Budget for FY 2019-2020

Before discussion of the Draft Budget for FY 2019-2020, Board Chairperson Frank Shepard advised all present of the results of the Board's Special Meeting, which took place June 11, 2019 at 10:00am. The Board's decision was to proceed with the 2019 rate increase as proposed, citing existing debt and an evaluation of the water system to ensure future compliance.

PECAUX Board Member Larry Walker was concerned that there was a line item in the Budget for PECAUX donations. Interim General Manager John Rowden advised that the item was there only as an assumption, as the District operates with a Pro Forma Budget.

7. Surplus Properties

The Board was advised of the recommendations of the Ad Hoc Vacant Properties Committee following their meeting in May. The committee identified three (3) District owned properties to be disposed of at this time. Interim General Manager John Rowden presented the Board with a sample letter to be distributed to property owners whose parcels are adjacent to the properties in question.

Motion to authorize Interim General Manager John Rowden to proceed with District Surplus Property notifications.

Motioned: Vice Chairperson Dave Stone
2nd: Board Director Dan Bastian

All in Favor.

Aye – Chairman Frank Shepard
Aye – Vice Chairman Dave Stone
Aye - Board Director Melinda Bennett
Aye – Board Director Steve Janovick
Aye – Board Director Dan Bastian

8. Committee Report

- a. Personnel
Nothing to report.
- b. Recreation
Nothing to Report.
- c. Emergency Preparedness Plan
Nothing to Report.
- d. Benefits
Nothing to Report.
- e. Budget Finance
Nothing to Report.
- f. Insurance
Nothing to Report.
- g. Firewise
Nothing to Report.
- h. Vacant Properties
Nothing to Report.

9. Goals & Objectives

Nothing to Report.

10. General Manager's Report

- a. Finance

i. Consideration of May 2019 Financial Reports

The Board was presented with the financial reports for May 2019.

Motion to approve May 2019 Financials as submitted.

Motioned – Vice Chairperson Dave Stone

2nd - Board Director Melinda Bennett

All in Favor.

Aye - Chairperson Frank Shepard

Aye – Vice Chairperson Dave Stone

Aye – Board Director Dan Bastian

Aye – Board Director Steve Janovick

Aye – Board Director Melinda Bennett

b. Administration

i. Invoice Status

Administrative Manager Jillian Cole advised the Board that Final Lien Notices had been distributed via Certified Mail.

ii. Preparation for July Billing

Administrative Manager Jillian Cole advised the Board that invoice creation would commence now that rates have been confirmed for the 2019-2020 Fiscal Year.

c. Projects, Operations & Maintenance

Water system flows for the month of May were 6,986,700 gallons. Flows have increased due to residential irrigation ramping up.

Wastewater flows were calculated at 1,207,540 gallons for the month of April.

Operators have been contacted by the US Forest Service, and asked to locate services on Madora Lake Rd. The District contacted Dave Yeargin for assistance in locating lines running to and from the water tanks, as District Maps were inaccurate or incomplete. So far, operators have located one air relief valve, which may allow the District to better locate the lines.

Operators have submitted all requested materials to State Regulators for the District's enrollment in a new Wastewater Discharge Permit. A response has not yet been received.

The manhole replacement project has been delayed to this Autumn due to manufacturing delays. This delay will ensure that occupancy is as low as possible during

construction. McGarr Excavation will also replace two fire hydrants in the District in tandem with this project.

d. Miscellaneous

Truckloads of pine needles from District property clean-up have been hauled to Graeagle Land & Water's community burn pile. The District will be invoiced for these loads.

Operators discovered an irrigation valve stuck open in the Sequoia Circle greenbelt. Parts have been ordered to perform the repair.

11. Written Correspondence to the Board

Nothing to Report.

12. Public/Board Comment Period

Nothing to Report.

13. Future Agenda Items

- a. Replacement/Repair of WWTP #6
- b. Report on USFS Permit

14. Adjournment

Chairperson Frank Shepard adjourned the regular Board meeting at 1134 hours.

In Attendance:

Chairperson Frank Shepard
Vice Chairperson Dave Stone
Board Director Dan Bastian
Board Director Melinda Bennett
Board Director Steve Janovick

Respectfully Submitted,

Jillian Cole
Board Clerk

