

**PLUMAS EUREKA COMMUNITY SERVICES DISTRICT**

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**REGULAR  
BOARD MEETING  
MINUTES**

**March 10, 2021**

**HELD VIA ZOOM**

Board of Directors

Chairperson Dave Stone

Vice Chairperson Steve Janovick

Board Director Shery Panick

Board Director Russ Bowring

Board Director Mark Shadowens

1. Call Meeting to Order

Chairperson Dave Stone called to order the Regular Board Meeting of Plumas Eureka Community Services District ("PECS D") at 0900 hours.

2. Approval of February 10, 2021 Regular Board Meeting Minutes

Motion to approve the February 10, 2021 Regular Board Meeting Minutes as submitted.

Motioned: Board Director Mark Shadowens

2<sup>nd</sup>: Board Director Russ Bowring

All in Favor.

Aye – Chairperson Dave Stone

Aye – Board Director Russ Bowring

Aye – Board Director Mark Shadowens

Aye – Board Director Sherry Panick

Absent – Board Director Steve Janovick

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 upon request.

PEFD Volunteers are keeping abreast of the latest precautions for the coronavirus and will continue to follow CDC and NorCal EMS guidelines and requirements

b. Personnel

New Firefighter, Coby Hakalir, has joined the department.

Five PEFD Firefighters attended Basic 32, a wildland class held over two weekends at Graeagle.

Captain Ryan Nowling attended an Intermediate Wildland Fire Behavior (S-290) class in Portola.

COVID shot update: (6) fully vaccinated, (2) need 2<sup>nd</sup> shot, (1) making appointment, (4) have declined. The Department will be at 69% when all remaining shots are completed

c. Fire Apparatus & Equipment Maintenance

Minor repairs and tune up on Command vehicle. Waiting on State reimbursement from 2020 Wildfires before looking for replacement.

d. Training

Standard Operating Guidelines are currently being reviewed and updated.

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.

4. Water System Compliance

Results from testing February 4 2021, showed the As level at the compliance point to be 15 ppb; at Well 1B to be 6 ppb; and at Well 2 to be 16 ppb. The EPA Standard is 10 ppb. The 4th Quarter average was 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 January 7, 2021 for Iron were .910 mg/l at Well 1B and 5.400 mg/l at Well 2; for Manganese were .101 mg/l at Well 1B and .149 mg/l at Well 2. (The Secondary Standard for Iron is .300 mg/l. The Secondary Standard for Manganese is .05 mg/l.)

A test of a Well 2 sample taken February 23, 2021 showed the Iron level at .460 mg/l and Manganese level at .08mg/l. Tests on a sample at the Compliance Point showed .180 for Iron and .85 for Manganese.

#### Remediation Project Development

- Interim General Manager John Rowden advised the Board of the currently available financing options for the construction of the Water Treatment Plant. Funding sources contacted include:
  - USDA
  - State Revolving Fund
  - CoBank
  - Private Banks (e.g. Municipal Capital)

Additional consideration regarding financing should be given to the following factors:

#### **Public Financing**

- Lower Interest
- Longer Terms (30-40 years)
- Longer Application Time
- Higher Application Expenses
- Restrictions
- Payments are Reimbursements
- Bridge Loan Required

#### **Private Financing**

- Higher Interest
- Shorter Terms (20-30 years)
- More Flexibility
- Short Application Time
- Fewer Restrictions
- Funds upfront

Following a discussion, the Board requested a side-by-side comparison of financing the project through the State Revolving Fund and private financing for a more detailed evaluation.

5. Rehabilitation of Well 2

The Board was briefed by Chief Operator Jamar Tate and Systems Operator Iew Prince about the current status of Well 2. The well has gone without maintenance since its installation, is the highest contributor of pollutants (As, Fe, Mn), and is essential to meeting Summer demand. Operators and District Engineers continue to work together to determine the best initial course of action for this rehabilitation.

6. 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 progress continued with construction 90% completed. The new lift station is currently operational.

7. Revised Billing Ordinance

The Board was presented with draft revisions to Billing Ordinance 2018-C allowing the District to move to a Quarterly billing cycle and eliminating the issuance of monthly statements while still allowing for monthly payments from customers. The Board requested Interim General Manager John Rowden have the changes reviewed by the District's legal counsel and return with a draft for review.

8. Committee Report

- a. Administrative Services  
Nothing to report
- b. Budget and Finance  
Nothing to report.
- c. Personnel and Benefits  
Nothing to report
- d. Water and Wastewater Services  
Nothing to report.
- e. Safety and Emergency Services  
Nothing to report.

10. General Manager's Report

a. Finance

i. Consideration of February 2021 Financial Reports

The Board was presented with the financial reports for February 2021  
Motion to accept February 2021 Financials as submitted.

Motioned – Board Director Russ Bowring

2nd – Vice Chairperson Sherry Panick

All in Favor.

Aye – Chairperson Dave Stone

Aye – Board Director Sherry Panick

Aye – Board Director Russ Bowring

Aye – Board Director Mark Shadowens

Absent – Vice Chairperson Steve Janovick

ii. FY 2019-2020 Audit

The Board was advised District staff continue to work with Auditors. Working remotely has slowed the process.

b. Administration

i. Status of Invoices and Liens

Administrative manager Jillian Cole advised payments are coming in steadily. Delinquent accounts are being investigated in preparation for lien filings and County Tax Roll attachment at the end of the fiscal year.

ii. Status of Administrative Improvements Contract

Administrative Manager Jillian Cole advised the Board that audit work and invoicing had delayed communications regarding projects on the contract at this time, but with those being mostly resolved, work was scheduled to resume shortly.

c. Projects, Operations & Maintenance

i. Operations and Maintenance

Water system flows for the month of February 2021 were 1,197,000 gallons at Well 1b and 44,600 gallons at Well 2.

Issues & Updates:

- **Well 2 Rehabilitation:** Operators are currently creating bid documents for the rehabilitation of Well 2. The well has not had any rehabilitation done to it since its construction in 1986. The project will include videoing the casing and screens to identify any issues that will need to be addressed. Also, there will be a component that includes cleaning of the well casing and a process to rehabilitate the gravel pack that surrounds the outside of the casing/screens. There is a possibility that rehabilitation of the well will improve its water quality. Operators are looking to have the documents complete and distributed for bids by the end of the week.

- **Arsenic, Iron and Manganese Testing:** After our extremely high testing results early in February for Arsenic at the compliance point and iron and manganese at Well 2, operators had Fruit Growers Laboratory (FGL) retest for iron and manganese from Well 2 and the compliance point. Well 2- Iron: 460 ug/L Manganese: 80 ug/L. The compliance point results: Arsenic- 8mg/L Iron- 180 ug/L Manganese- 84.8ug/L. The district is hoping to make an argument to the state that iron and manganese should be tested at the compliance point just like the arsenic since that point is more representative of the water delivered to customers.
- **Consumer Confidence Report (CCR):** Operator Prince is currently working on completing the Consumer Confidence Report. This is an annual report that is required to be completed for water systems. It is to be finished and distributed to customers by July 1<sup>st</sup>.

Wastewater Flows for the Month of February 2021 were 217,327 gallons at WWTP 6 and 1,016,749 gallons at WWTP 7.

#### Issues & Updates:

- **Blockage at WWTP 6:** During routine daily rounds, operators noticed that the backup pump for the new lift station was running, which was an indication that something was not right with the new lift station. Operators checked the new pump for function, and it functioned as it should. They also noticed that there was little water entering the lift station. Operators then went to the manhole that was installed during the project and observed that the manhole had a few feet of water inside. It was then decided to use the district's jetter to clear the blockage. The jetter did not clear the blockage but the operators could tell it was hitting something hard inside the line. To figure out what was happening, operators borrowed a sewer camera from Grizzly Lake CSD along with their jetter that has higher pressure. Operator Campbell made entry into the lift station to insert the camera into the line and push it until the blockage was identified. About 10ft in, the camera showed that the blockage was a plumbing fitting that had been dropped into the line by the contractor during his work installing the manhole. The jetter was then inserted to clear the blockage, after a few minutes, the operators were successful clearing the blockage. The lift was returned to normal operation.
- **WWTP 7 Lift Station Pump:** Operators were receiving pump failure alarms from the lift station at WWTP 7. Upon investigation, it was found that pump #1 was not functioning properly. Operators decided to remove the pump and replace it with a new pump. While trying to remove the pump, the lifting cable broke; operators had to get a replacement cable from the hardware store. Plumas Sanitation was brought on site to help control water level within the lift station. Operator Campbell made entry into the basin to attach the new cable. The pump

was removed, and the new pump installed within three hours.

- **Air Compressor at WWTP 7:** Operators have still been experiencing failures with the air compressors. The compressors that are currently being used have been utilized at the plant for the last 6-7 years and are wearing out. A new pump has been ordered for one of the compressors and operators are planning on ordering a compressor that is robust and used for industrial applications.
- **Collection System Cleaning:** Operators contacted Nor-Cal Pipeline and Waters Vacuum Service to request bids for the cleaning of Area #2 of the collection system. Area #2 includes Sequoia Circle, Cottonwood Drive, Jacks Court, Cedar Lane, Evergreen Circle and Poplar valley Road. The bid received from Nor-Cal Pipeline had a cost of \$15,000. Waters Vacuum Service bid had a cost of \$6,395. It was decided to use Waters to provide the cleaning service and they are scheduled to execute that service on March 15<sup>th</sup> & 16<sup>th</sup>.
- **Wastewater Exam:** Operator Campbell has submitted his paperwork to take his Grade 1 Wastewater Exam. The state is transitioning to an online examination process and will be offering exams more frequently than they had previously.
- **Manhole Leak Repair:** Operators have identified manholes that have significant leaks and are planning on patching those leaks following the cleaning of the collection system. Farr West has recommended a product called Xypex for patching leaks in concrete. They have seen it used successfully on leaks larger than what we are experience.

d. Miscellaneous

Interim General Manager John Rowden and administrative manager Jillian Cole advised the Board of issues with the District's current credit card vendor, TIB. Issues include:

- Difficult to pay
- Poor Customer Service
- Difficult to manage account(s)

The Board was advised that administrators were currently investigating replacing the current vendor with a credit card from CSDA. The Board directed Mr. Rowden and Ms. Cole to investigate further and bring a proposal to the next meeting

13. Written Correspondence to the Board

Nothing to report

14. Public/Board Comment Period

Resident Helen Shadowens informed the Board of a thread on a local social media group regarding water quality in the District.

15. Future Agenda Items

a. Billing Ordinance Revision

- b. Water Treatment Plant Project Financing
- c. FY 2019/2020 Audit
- d. District Credit Cards

16. Adjournment

Chairperson Dave Stone adjourned the regular Board meeting at 1133 hours.

In Attendance:

Chairperson Dave Stone  
Board Director Sherry Panick  
Board Director Russ Bowring  
Board Director Mark Shadowens

Absent - Vice Chairperson Steve Janovick

Respectfully Submitted,

(Signature on file)

Jillian Cole  
Board Clerk

DRAFT