

PLUMAS EUREKA COMMUNITY SERVICES DISTRICT
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REGULAR BOARD MEETING
MINUTES
November 11, 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 Special Board Meeting of Plumas Eureka Community Services District (“PECS D”) at 0903 hours.

2. Veterans Day Recognition

The District honored veterans including Interim General Manager John Rowden, Lew Prince, Anthony Campbell, Fire Chief Steve Munsen, and Russ Bowring

3. Approval of October 14, 2020 Regular Board Meeting Minutes

Motion to approve the October 14, 2020 Regular Board Meeting minutes as corrected.

Motioned – Board Director Sherry Panick

2nd – Board Director Steve Janovick

All in Favor.

Aye – Chairperson Dave Stone

Aye - Vice Chairperson Melinda Bennett

Aye – Board Director Russ Bowring

Aye – Board Director Steve Janovick

Aye – Board Director Sherry Panick

4. 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

Nothing to Report

c. Fire Apparatus & Equipment Maintenance

Foam issues with 9122 have been resolved. Rigs are being scheduled for their annual maintenance.

d. Training

Training continues on a limited basis due to COVID-19 restrictions.

e. Firewise Committee Actions and Activities

Board Director Steve Janovick announced he will need to step down as head of the Firewise Committee Interim General Manager John Rowden will work with Chief Munsen to locate a replacement.

f. Miscellaneous

The ban on burning green waste has been lifted.

g. Plumas County Fire Chiefs Association

All Meetings have been cancelled until future notice.

5. Water System Compliance

Results from testing October 6, 2020, showed the As level at the compliance point to be 12ppb; at Well 1B to be 7 ppb; and at Well 2 to be 18 ppb. The EPA Standard is 10 ppb. The 3rd Quarter average is 13 ppb at the compliance point, 8 ppb at Well 1B, and 19 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 October 6, 2020, were 0.280 at Well 1B and 0.450 at Well 2 for Iron; for Manganese, the results were 0.092 mg/l at Well 1B and 0.101 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.

The State Water Resources Control Board approved the District's request and granted a waiver from the secondary standards for Iron and Manganese. The waiver went into effect on October 1, 2020 and will be in effect for nine (9) years.

Interim General Manager John Rowden advised the Board that the Water and Wastewater Standing Committee met on October 22 and continued discussions about what direction the District should proceed with the water system given the results of the waiver survey and the current status of plans and the system. The results of the meeting will be presented by Steve Janovick

Clerk's Note: Item 7: Committee Reports – Water and Wastewater Services was addressed by the Board at this time.

Board Director Steve Janovick advised the Board of the considerations of the committee including:

- Aging System
- Current Fee Structure
- Increasing Costs
- Vulnerable--one well that meets As standards
- Other

Director Janovick provided the following recommendations from the Committee:

- Rehab the existing wells: efforts are needed regardless of what else needs to be done
- Build the treatment plant as designed (does not include removal of iron)
 - The District needs a reliable source of drinking water
 - A treatment plant will assure compliance with As standards and provide capacity to remove Fe and Mn
 - Fee structure to finance the plant is in place
 - The Design is completed
 - Delaying Construction will increase costs estimated at 3% per year

Following a discussion, the Board directed Interim General Manager John Rowden to investigate restarting the construction process, while also preparing additional ratepayer outreach about the decision.

6. WWTP 6 Repair or Replacement

The Board was briefed by Chief Operator Jamar Tate that the contractor chosen to the WWTP 6 lift station has begun staging equipment. The contract has been reviewed by District Counsel and is awaiting contractor signature.

7. Committee Report

- Budget & Finance – Nothing to Report
- Personnel & Benefits – Nothing to Report
- Safety & Emergency Services – Nothing to Report
- Administrative Services – Next meeting scheduled for Nov 19, 2020 10:00 AM
- Water & Wastewater Services – See Item 5 – Next meeting Nov 19, 2020 1:00 PM
- Firewise – See item 4.

8. General Manager's Report

a. Finance

i. Consideration of October 2020 Financial Reports

The Board was presented with the financial reports for October 2020
Motion to approve October 2020 Financials as submitted.

Motioned - Board Director Melinda Bennett

2nd - Board Director Steve Janovick

All in Favor.

Aye – Vice Chairperson Dave Stone

Aye – Board Director Steve Janovick

Aye – Board Director Melinda Bennett

Aye – Board Director Russ Bowring

b. Administration

i. Preparation for Audit of FY 2019-20 FY Activities

The Board was advised that, due to previously undiscovered bookkeeping errors and other complications of COVID-19 the audit field work scheduled for earlier this month had to be canceled. The Board will be advised once the work has been rescheduled.

ii. Status of Invoices and Liens

Administrative manager Jillian Cole advised the Board that while payments continued to be received, changes in payment trends and patterns had caused a significant increase in administrative time and attention spent exclusively on receivables on a monthly basis. Ms Cole stated she expected to discuss these issues in further detail with the Administrative Services Committee later in the month.

iii. Administrative Improvements Contract

The Board was advised that Ms Rowden-Low continues to make impressive progress with the office reorganization project. All District properties now have a central file containing all pertinent owner history and County APN status which has been cross-referenced and confirmed with County and local records. These files will subsequently hold other pertinent location-based information, and will ultimately, be integrated into the District's mapping database to improve information flow going forward.

c. Projects, Operations & Maintenance

i. Operations and Maintenance

Water system flows for the month of October 2020 were 6,429,732 gallons at Well 1b and 1,148,300 gallons at Well 2 for a total of 7,578,032 gallons.

Well 2: The siding replacement on the building has been completed

Water Tank Communication: Operators have experienced communication issues between the tank and Well 2

Irrigation @ Sequoia Park: Irrigation at the park has been winterized for the season.

Wastewater Flows for the Month of July 2020 were 412,720 gallons at WWTP 6 and 1,033,233 gallons at WWTP 7.

VFD @ WWTP 7: VFD #1 at the plant has been assessed by Sierra Controls. The drive has failed, and a replacement has been ordered. We are awaiting the parts arrival and installation by Sierra Controls.

WWTP 6: Operators have picked up the new pumps and rail system for the lift station project.

Madora Lake Road Repair: Operators, along with Farr West, met with the USFS about the road repair to take place soon. All lines have been marked with paint for location, including the golf course irrigation line.

Winterization: The facilities have been winterized, including snow poles being set out to mark the fire hydrants.

Grant Application for Backup Generators

- CalOES/FEMA funded
- \$20 mil for CA Special Districts
- Generators, Equipment, Emergency Plans
- Requested \$137,000 for three generators and connection equipment

10. Written Correspondence to the Board

Nothing to Report.

11. Public/Board Comment Period

Nothing to Report

12. Future Agenda Items

- a. Administrative Services Committee Report
- b. Water & Wastewater Services Committee Report
- c. Water System Update

13. Adjournment

Chairperson Dave Stone adjourned the regular Board meeting at 1043 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

