

**PLUMAS EUREKA COMMUNITY SERVICES DISTRICT 200 LUNDY LANE**

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**REGULAR BOARD MEETING  
MINUTES**

**September 15, 2023**

**9:00 AM**

**200 Lundy Lane**

**BLAIRSDEN, CA 96103**

Board of Directors

Chairperson Don Fregulia

Vice Chairperson Cheryl Trenwith-Sinsel

Director Todd Solomon

Director Rich Machado

Director Kim Train

1. Call Meeting to Order

Vice Chairperson Cheryl Trenwith-Sinsel called to order the Regular Board Meeting of Plumas Eureka Community Services District ("PECSD") @ 0859.

In Attendance:

Vice Chairperson Cheryl Sinsel

Director Todd Solomon

Director Rich Machado

Director Kim Train

Absent:

Chairperson Don Fregulia

2. Approval of Agenda

Vice Chairperson Cheryl Sinsel moved to approve the agenda.

2<sup>nd</sup>: Director Kim Train

3. Approval of August 15<sup>th</sup>, 2023, Regular Board Meeting Minutes

The Board was presented with the August 15<sup>th</sup>, 2023, Regular Board Meeting minutes.

Corrections: 1) Under Item 5, Meadow Lane Irrigation, Jason was noted as the Golf Course

Owner, this is to read that Jason is the Golf Course Superintendent. 2) Under Item 9, Water Tank Inspection Quote, the second sentence reads, "...where the works disinfect themselves..." This should read, "... where the workers disinfect themselves..."  
Motioned to approve the August 15<sup>th</sup>, 2023, Regular Board Meeting minutes as amended and as read.

Motioned: Director Todd Solomon  
2<sup>nd</sup>: Director Kim Train

All in Favor:

Aye – Vice Chairperson Cheryl Sinsel  
Aye – Director Rich Machado

Aye – Director Todd Solomon  
Aye – Director Kim Train

4. Written Correspondence to the Board

There was no written correspondence.

5. Public Comment

There was no public in attendance.

6. Meadow Lane Irrigation

General Manger, Jamar Tate, reported that he spoke with the District's attorney. He was advised that the CSD cannot reduce the charges to the Golf Course, or we will have a Prop 218 issue. He reported that the CSD does have ground water rights but not to all the ground water. For example, if a well is in existence no one can drill another well within 1,000 feet of the existing well. The right to drill a well is first come first serve.

Tate reported that the pipes in question, from the August meeting, belong to the Golf Course.

The Board reviewed the situation with regards to the homeowners' desires and the existing pipes that are currently in place. The three options from the July Meeting were reviewed as follows:

1. Charge the customers \$4,094.80 annually for the 1 ½ connection. How the charges are split amongst the customers will need to be negotiated between the HOA of the condo units and the four homeowners.
2. PECSD Board of Directors choose not to charge for the 1 ½ inch connection.
3. PECSD Board of Directors choose to charge are lesser amount than identified as appropriate for the 1 ½ connection.

In the July meeting option 1 was voted upon and approved.

In the August meeting it was decided that additional information was needed.

There was a discussion regarding the homeowner’s issues with their existing irrigation lines not being compatible with the size of the lines going to the properties from the CSD system. It was decided that the CSD has met their obligations and the property owner’s irrigation systems are not the responsibility of the CSD.

Vice Chairperson Cheryl Sinsel asked for a motion to repeal the motion from the July meeting to go with Option 1.

Motioned: Director Todd Solomon  
2<sup>nd</sup>: Director Rich Machado

All in Favor:

Aye – Vice Chairperson Cheryl Sinsel                      Aye – Director Todd Solomon  
Aye – Director Rich Machado                                      Aye – Director Kim Train

Motion to follow the advice of legal counsel and not negotiate in any way with the Golf Course nor homeowners in any way pertaining to this situation.

Motioned: Vice Chairperson Cheryl Sinsel  
2<sup>nd</sup>: Director Todd Solomon

All in Favor:

Aye – Vice Chairperson Cheryl Sinsel                      Aye – Director Todd Solomon  
Aye – Director Rich Machado                                      Aye – Director Kim Train

7. Rate Study

General Manager, Jamar Tate, reported that all the requested information has been submitted to SCI and we are waiting for them to review it and let us know if they need anything further. Tate mentioned the following few items that we will be addressing with SCI during this rate study:

- Lack of Sewer Connection Fees
- The current Water Connection Fees
- Simplifying the rate structure (i.e. Buy outs)
- District Maintenance (i.e. Snow removal and road maintenance)

8. Fire Tax

General Manager, Jamar Tate, reported that per the District’s attorney, there is a statewide measure on the ballot for changing the wording on all ballot measures going back to January 1<sup>st</sup>, 2022. If the statewide measure passes, then we would have to resubmit with new wording for a public vote on the next ballot. Tate spoke with the Elections Office, who is seeking council from the D.A., as to whether we can change the wording now as opposed to waiting to see if the statewide measure passes.

9. Water System Compliance & Pilot Study Update

General Manager Jamar Tate reported that the arsenic level is consistent with our normal for this time of year, and we are still in compliance. The Iron and Manganese is the same as last month as these are measured quarterly.

Pilot Study – DOWL is getting good results. They have arsenic down to a 4, which is way below the MCL, iron is down to non-detect, and the manganese down below the MCL as well. The next step is for DOWL to confirm with the lab. They plan to submit the report to the State by the end of the month, if the State approves then we can proceed with the project.

10. Water Connection Policy Draft

A draft of a new policy regarding connections was presented to the Board.

Vice Chairperson Cheryl Sinsel moved to approve the policy as presented.  
2<sup>nd</sup>: Director Rich Machado

All in Favor:

Aye – Vice Chairperson Cheryl Sinsel                      Aye – Director Todd Solomon  
Aye – Director Rich Machado                                      Aye – Director Kim Train

11. Well 2 Inspection Quote

General Manger Jamar Tate reported that he was not yet provided with a written quote, but the verbal was \$37,000 for the inspection and cleaning of Well 2. The work would take about 2½-3 weeks.

Vice Chairperson Cheryl Sinsel moved to approve the well 2 inspection, not to exceed \$42,000.  
2<sup>nd</sup>: Director Kim Train

All in Favor:

Aye – Vice Chairperson Cheryl Sinsel                      Aye – Director Todd Solomon  
Aye – Director Rich Machado                                      Aye – Director Kim Train

12. Plumas Bank Signers

The Board was asked to specify whom they would like as signers on the Plumas Bank accounts.

Vice Chairperson Cheryl Sinsel motioned to have all, and only, active board members as signers for both the CSD and Fire accounts with Plumas Bank.  
2<sup>nd</sup>: Director Todd Solomon

All in Favor:

Aye – Vice Chairperson Cheryl Sinsel                      Aye – Director Todd Solomon  
Aye – Director Rich Machado                                      Aye – Director Kim Train

13. Resolution 2023-04 to Place Delinquent Charges on the Tax Roll

The resolution, as well as a list of affected accounts, was presented to the Board.

Vice Chairperson Cheryl Sinsel motioned to approve the resolution as presented.

2<sup>nd</sup>: Director Kim Train

All in Favor:

Aye – Vice Chairperson Cheryl Sinsel

Aye – Director Todd Solomon

Aye – Director Rich Machado

Aye – Director Kim Train

14. Fire Chief's Report

Fire Chief Steve Munsen reviewed the Fire Chief's report.

Munsen mentioned that there is one more class that is needed for everyone to become a "legal Engine Boss."

When the department goes out on fires, outside of the district, the department makes 10%, referred to as an administration fee, above the actual expenses incurred. RADO training is to allow the individuals who complete it to go out on fires as overhead, without the department or engines, this will enable them to make money for the department.

Looking to get a support / chase vehicle, such as an SUV or pickup truck for transporting items such as sleeping bags and other selfcare items for the firefighters while out on fires, as these items can be quite substantial and will not fit on the rigs with the men. PECAUX has already been approached to cover this.

About 10% of what was requested from CalFire was granted. This may be due to the late request.

\$75,000 from FEMA was granted for SCBAs (Self Contained Breathing Apparatus). There are accessories that may be needed to outfit the SCBA that will be approximately \$20,000 above the \$75,000 which we may end up needing to spend.

There may be some prescribed burning in the Fall that we would participate in.

15. Committee Reports

No Committees met; thus, no reports were given.

16. General Manager's Report

a. Operations Report

General Manager Jamar Tate reviewed the submitted Operations Report

Under the Parking Lot Paving Quote, Tate was asked to look into getting the mailbox area paved as well.

- b. Mobile Generator Meeting  
The subcontractor decided to except payment as received by DOWL and the CSD (including the \$10,000 invoiced) to date and to not pursue further payment at this time.
- c. Miscellaneous Discussion and Possible Action  
The HOA is considering taking back possession of the Sequoia Park. Discussions on this are ongoing.

Shaw Engineering was contacted; they cannot entertain new clients until the new year.

## 17. Administration

- a. Status of Administrative Activities  
Reviewed the previous month's activities
- b. Status of Invoices & Liens  
Reviewed the status of past due customer accounts.
- c. Approval of June, July, and August 2023 Financial Reports

*(Clerk Note: Director Todd Solomon left at approximately 1030.)*

Vice Chairperson Cheryl Sinsel moved to approve the June, July, and August 2023 Financial Reports and August 2023 Transactions as they are presented.

2<sup>nd</sup>: Director Todd Solomon

All in Favor:

Aye – Vice Chairperson Cheryl Sinsel

Aye – Director Rich Machado

Aye – Director Kim Train

- e. Approval of August 2023 Transactions  
Motioned: Director Kim Train  
2<sup>nd</sup>: Rich Machado

All in Favor:

Aye – Vice Chairperson Cheryl Sinsel

Aye – Director Rich Machado

Aye – Director Kim Train

- f. Approval of an account to isolate Reserve and Debt Funds  
This will be addressed at the next meeting.

- h. Unclaimed Property Authorization  
Authorization was granted for Board Clerk Gina-Marie Morris to claim the unclaimed property.

i. Miscellaneous

The collection process was discussed, and a proposed update will be presented at the next meeting.

Approval for a customer credit and use of the Wastewater Reserve and the Water Debt accounts for specific DOWL invoices, as presented.

Motioned: Vice Chairperson Cheryl Sinsel

2<sup>nd</sup>: Director Rich Machado

All in Favor:

Aye – Vice Chairperson Cheryl Sinsel

Aye – Director Rich Machado

Aye – Director Kim Train

18. Future Agenda Items

Parking Spaces

River Rocks

Reserve and Debt Accounts

Collection Process

19. Adjournment

Vice Chairperson Cheryl Sinsel adjourned the regular Board meeting at approximately 1100.

APPROVED: \_\_\_\_\_

Don Fregulia, Chairperson

ATTEST: \_\_\_\_\_

Gina-Marie Morris, Clerk of the Board