

PLUMAS EUREKA COMMUNITY SERVICES DISTRICT

200 LUNDY LANE

BLAIRSDEN, CALIFORNIA 96103

PHONE: 530-836-1953

FAX: 530-836-2963

TOLL FREE: 877-377-1953

Email admin.mgr@pecsd.org

[Web - www.pecsd.org](http://www.pecsd.org)

REGULAR

BOARD MEETING

MINUTES

July 11, 2023

9:00 AM

200 Lundy Lane

BLAIRSDEN, CA 96103

Board of Directors

Board Director Don Fregulia

Board Director Todd Solomon

Board Director Cheryl Trenwith-Sinsel

Board Director Rich Machado

Board Director Kim Train

1. Call Meeting to Order

Chairperson Don Fregulia called to order the Regular Board Meeting of Plumas Eureka Community Services District ("PECSD") @ 0904.

2. Approval of June 20, 2023, Regular Board Meeting Minutes

The Board was presented with the June 20, 2023, Regular Board Meeting minutes.

Motion to approve the June 20, 2023, Regular Board Meeting minutes as submitted.

Motioned: Board Director Todd Solomon

2nd: Board Director Don Fregulia

All in Favor.

Aye – Chairperson Don Fregulia

Aye – Board Director Todd Solomon

Aye – Board Director Kim Train

Aye – Board Director Cheryl Sinsel

Aye – Rich Machado

3. Appointment of Vice Chairperson

Motion to appoint a Vice Chairperson was discussed. Board Director Cheryl Sinsel volunteered to fill this role.

Motion was made to appoint Board Director Cheryl Sinsel as Vice Chairperson of PECSD Board.

Motioned: Board Director Todd Solomon 2nd
Board Director Rich Machado

All in Favor.

Aye – Chairperson Don Fregulia
Aye – Board Director Todd Solomon Aye – Board Director Cheryl Sinsel
Aye – Board Director Kim Train Aye – Rich Machado

4. Meadow Lane Irrigation

The Board was presented with a report on the Meadow Lane Irrigation, including the history, background, and possible options. There was substantial discussion and several questions asked. Home owner, Jeff Kapci, Meadow Lane resident, was present and was invited to address the Board on this topic. Mr. Kapci’s main statement was that the homeowners are “not using any more water” and that they “just need to make it work.” Several ideas were presented, including the upcoming new golf course owner being approached to maintain the previous arrangement that the golf course had with the homeowners, and the HOA stepping in and helping.

The concern of the Board was to make sure that the decision made would be fair to not only the golf course and the residents directly affected in this situation, but to all the other PECSD customers as well.

A motion was made to choose option 3.

Motioned: Chairperson Don Fregulia

A substitute motion was made to approve option 2, not to charge for the 1½” connection for the 10 properties in question for the next 15 years.

Motioned: Vice Chairperson or Cheryl Sinsel
2nd Board Director Don Fregulia

All in Favor

All Opposed

Aye – Vice Chairperson Cheryl Sinsel Nay – Chairperson Don Fregulia
Aye – Board Director Kim Train Nay – Board Director Todd Solomon
Nay – Board Director Rich Machado

The first motion to choose option 3 was withdrawn. In its place a motion was made to choose option 1.

Motioned: Chairperson Don Fregulia
2nd Board Director Todd Solomon

All in Favor

All Opposed

Aye – Chairperson Don Fregulia
Aye – Board Director Todd Solomon
Aye – Board Director Rich Macha

Nay – Vice Chairperson Cheryl Sinsel
Nay – Board Director Kim Train

Further discussion ensued regarding the implementation of option 1. It was decided to put the decision regarding implementation on the August 2023 Agenda in order to allow time to obtain cost estimates for installing valves on each property involved.

5. Rate Study

Jamar Tate shared that the request for proposals were sent out. The seven contractors listed are interested in submitting proposals. None have been submitted to date, but the closing date is the 14th, so we anticipate seeing those throughout this week.

6. Fire Tax

The Board was presented with a calendar of events that are forthcoming. It was highlighted that Arguments for and against begin “tomorrow” (July 12, 2023). The decision was made to post an announcement on the website, the bulletin boards, and the in the paper (if possible).

Vice Chairperson Cheryl Sinsel asked for additional information to be presented by Fire Chief Steve Munsen, who was not present at this meeting.

7. Water System Compliance & Pilot Study Update

Jamar Tate reported that no samples for July were taken yet, due to it being yet early in the month. The Pilot Study is having good results on the removal of iron and manganese, but did not see any arsenic removal. DOWL will be changing the oxidation agents to potassium permanganate, which they have previously had good results with. It was noted that the timeframe has been updated to allow for the fact that they are a month behind the last timeframe.

8. Fire Chief’s Report

Chairperson Don Fregulia read Fire Chief Munsen’s report to the Board. Discussion ensued regarding the “dirt circle in the field” and other possible landing locations for airlift helicopters. It was mentioned by Jamar Tate that we need to take care of the mowing of this area.

Discussion of Chief Munsen wanting a new rig followed. It was noted that in order to

accommodate such a rig that the building would need to be modified. The main concern would be the floor being hollow being able to sustain the weight. It was noted that Chief Munsen has already spoken with the PECAUX about moving their belongings to allow for the remodeling of the building.

9. Committee Reports

No reports were given. The Board determined the following committees would be formed:

- a. Budget and Finance Committee
 - the entire PECSD Board will serve as this committee
 - It was decided to have a Committee Meeting as a part of the next regular Board Meeting.
- b. Water and Wastewater Committee
 - Board Director Todd Solomon
 - It was decided to approach community members to find one willing to serve on this committee.
- c. Administrative, Personnel, and Benefits Committee
 - Vice Chairperson Cheryl Sinsel, Chairperson Don Fregulia
- d. Safety and Emergency Committee
 - Board Director Kim Train, Chairperson Don Fregulia

10. General Manager's Report

- a. Financial Report
 - Going forward the financial reports will be presented in a simpler format.
 - Minimal discussion of the reports ensued.

Administrative Manger Gina-Marie Morris was asked to comment on the reports. The issue with having two QuickBooks accounts was touched on, as well as what the issues are and what needs to be in place to make QuickBooks work as fund accounting. The need for an outside accounting agency was briefly discussed, as well as many of those functions be able to be handled in-house. The separation of duties was briefly discussed. Described what is currently being done to clean up the Funds and make them balanced. Mentioned that it is the goal to have the last fiscal year balanced by funds in time for the 22/23 audit.

It was asked by Vice Chairperson Cheryl Sinsel whether or not we are accepting cash for payments from customers. It was discussed and affirmed that PECSD will not be accepting cash payments. Such will be noted on the website and the billing.

It was noted that an actuarial has not been done in several years. Admin. Mgr. Gina-Marie will present more information regarding an actuarial in the next meeting.

Motion was made to approve the April Financials as presented.

Motioned: Board Director Kim Train
2nd Board Director Todd Solomon

All in Favor.

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

Motion was made to approve the May Financials as presented.

Motioned: Vice Chairperson Cheryl Sinsel
2nd Chairperson Don Fregulia

All in Favor.

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

b. Operations Report

Water

Not much to report as the time between this and the last meeting is minimal.

Wastewater

Not much to report as the time between this and the last meeting is minimal.

Misc.

Sending Admin. Mgr. Gina Morris to the Board Clerk and Secretary Conference by CSDA in November.

11. Administration

No additional report as all was discussed during the financial presentation.

12. Written Correspondence to the Board

Nothing to Report.

13. Public/Board Comment Period

Charlie & Pam Ross, 272 Sequoia Cir, asked if the Greenbelt maintenance was something that the CSD was maintaining. There was discussion of the “big stacks of wood and pine needles.”

It will be added to the next agenda to revisit the agreement with the HOA. This flowed into a discussion regarding what the CSD can and cannot do regarding fire hazards. The ordinance regarding fire hazard abatement will be brought before the Board for reevaluation during the next meeting.

14. Closed Session

The Board discussed possible litigation.

15. Future Agenda Items

A second time for Public Comment will be added to the front of the meeting.

Meadow Lane Irrigation – cost estimates to put valves on each property

Finance Committee Meeting

Agreement with the Masters Association

Ordinance 2000-B for revision

Discussion of the need for an actuarial report

16. Adjournment

Chairperson Don Fregulia adjourned the regular Board meeting @ 1141

In Attendance:

Chairperson Don Fregulia Board

Vice Chairperson Cheryl Sinsel

Board Director Todd Solomon

Board Director Rich Machado

Board Director Kim Train

Respectfully Submitted,

(Signature on file)

Gina-Marie Morris
Board Clerk