

**PLUMAS EUREKA COMMUNITY SERVICES DISTRICT**

**200 LUNDY LANE**

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**REGULAR**

**BOARD MEETING**

**MINUTES**

**August 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

Chairperson Don Fregulia called to order the Regular Board Meeting of Plumas Eureka Community Services District ("PECSD") @ 0901.

In Attendance:

Chairperson Don Fregulia Board

Vice Chairperson Cheryl Sinsel

Board Director Todd Solomon

Absent:

Director Rich Machado

Director Kim Train

2. Approval of Agenda

After a brief discussion, Chairperson Don Fregulia motioned to move the Written comments in item 17 to the Closed Session.

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

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

The Board was presented with the July 11<sup>th</sup>, 2023, Regular Board Meeting minutes.  
Motion to approve the June 11<sup>th</sup>, 2023, Regular Board Meeting minutes as submitted.

Motioned: Board Director Todd Solomon

2<sup>nd</sup>: Chairperson Don Fregulia

All in Favor:

Aye – Chairperson Don Fregulia

Aye – Vice Chairperson Cheryl Sinsel

Aye – Director Todd Solomon

4. Public Comment

Jeff Kapci voiced that he wrote a letter to the new Golf Course owners. He including a letter from the State Waterboard stating that they are aware of the situation and that this arrangement has been in effect for decades and that the State Waterboard is okay with the arrangement. Kapci received a response that the Golf Course owners are aware of the situation and have their attorneys looking into it. Kapci asked the Board to continue to entertain the options presented in the July Board meeting as a back up for the Golf Course Owners denying the homeowners the water previously provided for irrigation. As this is an agenzized item, it is to be addressed under item 5.

5. Meadow Lane Irrigation

General Manger Jamar Tate shared that it would be costly to do the improvements requested. No actual figures were presented. 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 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.

After considerable discussion, the following was decided:

1. Chairperson Don Fregulia will follow up with Jason, the Golf Course Superintendent.
2. General Manger Jamar Tate and/or Chairperson Don Fregulia will find out our legal standing

and then ask for a meeting with the Golf Course Owner(s).

3. General Manger Jamar Tate is to find out who owns the pipes that have been used to irrigate the homeowners' landscape/lawns.

4. General Manger Jamar Tate and/or Administrative Manger Gina-Marie Morris will look into the possibility of any grants for individual connections.

The other item that was mentioned was the possibility of coming to an agreement with the Golf Course whereas the Golf Course continues to provide the residence the water for irrigation and the CSD adds water to their pond.

This item is to remain on the agenda for the following meeting.

6. Rate Study

Rate Study proposals from Hansford Economic Consultants, SCI Consulting Group, and DOWL Engineering were presented to the council. John Rowan shared the recommendation of excepting SCI's proposal and gave an overview of all three proposals.

With the stipulation of adding a "not to exceed" clause to the contract, it was motioned by Vice Chairperson Cheryl Sinsel to enter into a contract with SCI for our rate study.

2<sup>nd</sup>: Chairperson Don Fregulia

All in Favor:

Aye – Chairperson Don Fregulia

Aye – Vice Chairperson Cheryl Sinsel

Aye – Director Todd Solomon

7. Fire Tax

Project Manager John Rowden gave a brief report on the Fire Tax increase. It was mentioned that the increase wouldn't be in effect until Fiscal Year 24/25. It was reiterated that no CSD personnel can campaign as a member of the Fire Department or CSD Employee. Any campaigning must be done as a private party, and with no affiliation with the CSD.

8. Water System Compliance & Pilot Study Update

General Manager Jamar Tate reported that we are in compliance and that our averages are right where they should be. The Arsenic pilot study is still ongoing. DOWL is having another issue with the iron reagents. The project was supposed to be finished by May or June, yet they are still not finished. DOWL has not asked for more money for the delays, but Tate stated that he will call and voice complaints with DOWL.

9. Water Tank Inspection Quote

General Manager Jamar Tate informed the Board that the quote received from Inland Potable Services, Inc. is for a standard, recurring, service where the workers disinfect themselves and dive into the tanks for routine cleaning of the sediment on the bottom of the tank and to inspect the integrity of the tanks. This takes place every four years.

10. DOWL Master Agreement

DOWL's task order is up for consideration. The concerns regarding DOWL were discussed, as well as Shaw Engineering as a possible alternative. It was decided to not sign the task order and to have General Manager Jamar Tate look into alternative Engineers to utilize once the pilot study is completed.

11. Local Hazard Mitigation Plan

General Manager Jamar Tate reported that he entered the CSD into the Local Hazard Mitigation Plan. Project Manager John Rowan shared that the County is asking the CSD for \$1,000 to participate which will open us up to a potential grant with a 25% match. The local concerns are the Water Tanks being seismically unfit, flooding into the river, and wildfire.

12. Resolution Number 2023-03

This is an agreement between the Plumas Eureka CSD Fire Department and CalFire. It was decided to have Fire Chief Steve Munsen as the individual authorized to sign and execute agreements.

Motioned: Board Director Todd Solomon

2nd: Director Don Fregulia

All in Favor:

Aye – Chairperson Don Fregulia

Aye – Vice Chairperson Cheryl Sinsel

Aye – Director Todd Solomon

13. Fire Chief's Report

Fire Chief Steve Munsen shared that the department underwent hydrant and pump panel training in which they went from 5 minutes to 2 minutes from parking to water on the fire and hooked into the hydrant. Reviewed all items in the Chief's Report.

14. Committee Reports

No Committees met; thus no reports were given.

15. General Manager's Report

a. Operations Report

General Manager Jamar Tate reviewed the Operations Report

b. Sequoia Circle Masters Agreement

The language in the agreement is ambiguous, such as "park like condition," but as we have this agreement we need to comply with it. The HOA has a new president, whom General Manager Jamar Tate will contact regarding the debris left by the homeowners not being the responsibility of the CSD.

After some discussion, including our leach field and propane tank, Vice Chairperson Cheryl

Sinsel motioned to have General Manager Jamar Tate explore selling the “park” property back to the HOA.

2<sup>nd</sup>: Chairperson Don Fregulia

All in Favor:

Aye – Chairperson Don Fregulia

Aye – Vice Chairperson Cheryl Sinsel

Aye – Director Todd Solomon

c. Weed abatement

N/A as Ordinance 2015-M repeals the original Ordinance 2000-B.

d. Mobile Generator Meeting

General Manager Jamar Tate reported that DOWL recognized their negligence and offered to pay \$10,000 of the \$30,000 balance. We are responsible for the original \$10,000 for the installation, but the additional \$30,000 is in question.

The Board is not willing to pay an extra \$20,000 for DOWL’s mistake, but there is concern about being sued and paying more than \$20,000 in attorney fees.

General Manager Jamar Tate was instructed to ask DOWL to pay the entire \$30,000.

Vice Chairperson Cheryl Sinsel moved that the board rejects the offer by DOWL and ask that they pay the entire amount.

2<sup>nd</sup>: Chairperson Don Fregulia

All in Favor:

Aye – Chairperson Don Fregulia

Aye – Vice Chairperson Cheryl Sinsel

Aye – Director Todd Solomon

e. Miscellaneous

1. The situation of the Board Members not being elected was discussed. If there is no quorum the Board of Supervisors will appoint enough Board Members to vote in additional members.

2. General Manger Jamar Tate stated that he will start going over the CSD Policies for any needed updates.

16. Administration

a. Status of Administrative Activities

Reviewed the previous month’s activities

b. Approval of June 2023 Financial Reports and July 2023 Transactions

Director Todd Solomon moved to approve the June 2023 Financial Reports and the July 2023 Transactions as they are presented.

2<sup>nd</sup>: Chairperson Don Fregulia

All in Favor:

Aye – Chairperson Don Fregulia

Aye – Vice Chairperson Cheryl Sinsel

Aye – Director Todd Solomon

d. Status of Invoices & Liens

Gave an update on the current collection efforts.

e. Proposed Account Lists

Discussed the “County Cash” account, going to remove this account as it is assumed that it is an old Petty Cash that has not been in use since as long as anyone can recall.

Discussed refiguring the accounts list with the standard numbering system as well as utilizing fewer accounts.

The proposed account list and funds list were informally approved by the Board.

f. Funds Lists

Discussed the fact that “streets” and tree removal are not Enterprise activities and should be in the Government Fund. Discussed where the funds for “District Property Maint.” comes from.

g. Update on Cleaning up 22/23 for the Audit

Completed analyzing the Assets, and working on the Liabilities at this time.

h. Actuarials

Explained what the Actuarials are and provided an example that CalPERS has completed for the CSD.

i. Miscellaneous

Presented a new Expense Reimbursement Form that the Board informally approved.

17. Written Correspondence to the Board

Nothing to Report.

18. Public/Board Comment Period

No additional Public Comment

19. Closed Session

The Board discussed staff performance and behavior.

The Board discussed a written correspondence received and decided to have Chairman Don Fregulia discuss the concern with the author directly. No further action was taken at this time.

20. Future Agenda Items

Meadow Lane Irrigation

21. Adjournment

Chairperson Don Fregulia adjourned the regular Board meeting at approximately 1235.

Respectfully Submitted,



Gina-Marie Morris  
Board Clerk