

PLUMAS EUREKA COMMUNITY SERVICES DISTRICT 200 LUNDY LANE

BLAIRSDEN, CALIFORNIA 96103

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REGULAR BOARD MEETING

MINUTES

January 23, 2024

9:00 AM

200 Lundy Lane

BLAIRSDEN, CA 96103

Board of Directors

Chairperson Don Fregulia

Vice Chairperson Todd Solomon

Director Rich Machado

Director Jeff Glick

Call Meeting to Order

Acting Chairperson Don Fregulia called to order the Special Board Meeting of Plumas Eureka Community Services District ("PECSD") @ 0900.

Roll Call

In Attendance:

Chairperson Don Fregulia
Director Rich Machado
Director Jeff Glick

Absent:

Vice Chairperson Todd Solomon

Public in Attendance:

None

Adoption of Agenda

Director Jeff Glick moved to approve the agenda.

2nd: Director Don Fregulia

Approved 3:0

Written Correspondence and Public/Board Comment Period

The was no public comment at this time.

No Written Correspondence

Closed Session


Closed Session to discuss correspondence from the attorney regarding a legal matter.

No action taken.


Adjournment

Chairperson Don Fregulia adjourned the regular Board meeting.

APPROVED: _____


Don Fregulia, Chairperson

ATTEST: _____


Gina-Marie Morris, Clerk of the Board

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10:00 AM

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Board of Directors
Chairperson Don Fregulia
Vice Chairperson Todd Solomon
Director Rich Machado
Director Jeff Glick

Call Meeting to Order

Chairperson Don Fregulia called to order the Regular Board Meeting of Plumas Eureka Community Services District ("PECSD") @ 1000.

Roll Call

In Attendance:

Chairperson Don Fregulia
Director Rich Machado
Director Jeff Glick

Absent:

Vice Chairperson Todd Solomon

Public in Attendance:

None

Swearing in of Board Director Jeff Glick

Board Director Jeff Glick was dully sworn in by the Clerk of the Board, Gina-Marie Morris.

Adoption of Agenda

Director Rich Machado moved to approve the agenda.

2nd: Chairperson Don Fregulia

Approved: 3:0

Written Correspondence and Public/Board Comment Period

There were no public present nor written correspondence.

Timed Item

1. Rate Study

Blair Aas from SCI presented the Board with the rate study as it stands. The Board was presented with one option for Water Rates and two for Wastewater. No actual rates were presented, the rate study was presented as an overview of the changes and the overall effects. The Board provided feedback to be incorporated into the Rate Study. A tentative timeline was also presented.

Consent Calendar

2. Approve Meeting Minutes for:

- a. November 14, 2023
- b. December 19, 2023
- c. December 27, 2023
- d. January 16, 2024

(Removed from Consent Calendar by request of Chairperson Don Fregulia, to be put back on the agenda for February Regular Board Meeting.)

3. Approve Use of Reserve Funds

- a. Wastewater Reserve \$10,693.69
- b. Water Reserve \$14,579.40
- c. FEERAM \$2,130.55

Chairperson Don Fregulia moved to approve the Consent Calendar.

2nd: Director Rich Machado

Approved: 3:0

Action Items

4. Approve November 2023 Financial Reports

- Statement of Net Position
- Statement of Activities
- Governmental Funds Balance Sheet
- Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balance
- Statement of Net Position Proprietary Funds
- Proprietary Funds Statement of Revenues, Expenditures, and Changes in Fund Balance
- Proprietary Statement of Cash Flow
- November 2023 Checks and Credit Card Transactions

Director Jeff Glick moved to approve the November 2023 Financial Reports.

2nd: Chairperson Don Fregulia

Approved: 3:0

5. Approve December 2023 Financial Reports
 - Statement of Net Position
 - Statement of Activities
 - Governmental Funds Balance Sheet
 - Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balance
 - Statement of Net Position Proprietary Funds
 - Proprietary Funds Statement of Revenues, Expenditures, and Changes in Fund Balance
 - Proprietary Statement of Cash Flow
 - Budget vs. Actuals
 - December 2023 Checks and Credit Card Transactions

Chairperson Don Fregulia moved to approve the December 2023 Financial Reports.

2nd: Director Rich Machado

Approved: 3:0

6. Audit Status

Administrative Manager, Gina-Marie Morris, shared that the audit was returned to the auditor for corrections.

7. Plumas Bank Signers

Director Rich Machado moved to have all, and only, active Board Directors and the General Manager as signers on any and all Plumas Bank Accounts.

2nd: Director Jeff Glick

Approved: 3:0

8. FY 23/24 Revised Budget

Director Jeff Glick moved to approve the FY 23/24 Revised Budget as presented.

2nd: Director Rich Machado

Approved: 3:0

9. DOWL Task Order 20

General Manager, Jamar Tate, shared that this Task Order covers incidentals that need to be completed by a certified engineer without individual approval for each task.

Chairperson Don Fregulia moved to approve the DOWL Task Order 20

2nd: Director Rich Machado

Approved: 3:0

10. Well Generator Electrical and Lighting Repair Estimate

General Manager, Jamar Tate, shared that there are current electrical issues with Well 1B and presented an estimate to repair the issue.

A motion was made and seconded to approve the Estimate for the repairs.

Approved: 3:0

11. Well 2 Pump Repair Estimate

General Manager, Jamar Tate, presented two estimates to repair the pump for Well 2. He recommended approving the lesser of the two estimates.

Director Jeff Glick moved to approve the estimate.

2nd: Director Rich Machado

Approved: 3:0

12. Fire Truck DMV Fees

Fire Chief, Steve Munsen, reported the amount of the fees was corrected to \$7,613.

Director Jeff Glick moved to approve the estimate.

2nd: Chairperson Don Fregulia

Approved: 3:0

Discussion and Information

13. Update on the removal of two Fire Trucks per the December 27th meeting

Fire Chief, Steve Munsen, reported that the old unit 9178 was currently at Connolly's residence. The Board asked Munsen to look into decommissioning, scrapping, or other ways to dispose of the asset. Munsen reported that he will be able sell unit 9153.

14. Water System Compliance & Pilot Study Update

General Manger, Jamar Tate, reported no tests were taken from Well 2 as we have the pump issues. The Pilot Test has been submitted. Per DOWL there was nothing significant in the preliminary comments from the State that can't be fixed quickly. Some structural and design changes are needed. Some operational estimates for the new treatment plant will be needed from DOWL to be fed into the Rate Study.

15. Meadow Lane Irrigation

General Manager, Jamar Tate, reported that the options presented to the Golf Course was not accepted. The Golf Course has asked for a sit down with PECSD to discuss some possible alternate options.

16. Ordinance 2023-A

Administrative Manager, Gina-Marie Morris, presented the updated the proposed Ordinance 2023-A for discussion and input. It was asked that this get presented to legal for review before the first reading.

17. Clearing of Firefighter's Driveways from Winter Storms

It was agreed that the CSD would help a few of the firefighters clear berms and driveways to allow the ingress and egress of the firefighters in case of an emergency.

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Director Jeff Glick moved to approve the estimate.

2nd: Director Rich Machado

Approved: 3:0

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Reports

18. Fire Chief's Report

Fire Chief, Steve Munsen, reviewed his report. Munsen highlighted that the Turnout replacements will be phased in over years and not all at once. Munsen will try to get grants to cover this as available. It was also discussed that the FEERAM definition needs to be clearly defined.

19. General Manager's Report

General Manager, Jamar Tate, reviewed his reports. Project Manager, John Rowden, volunteered to take on the Strategic Planning Process.

20. Administration's Report

Administrative Manager, Gina-Marie Morris, reviewed her report including the past due accounts.

Future Meetings and Agenda Items

- Next Regular Meeting will be February 20, 2024 @ 9am.
- Update on the removal of two Fire Trucks per the December 27th meeting

Closed Session

This was put on the agenda by mistake. No Closed Session was needed at this time.

Adjournment

Chairperson Don Fregulia adjourned the regular Board meeting at 1251.

APPROVED: _____



Don Fregulia, Chairperson

ATTEST: _____



Gina-Marie Morris, Clerk of the Board