

PLUMAS EUREKA COMMUNITY SERVICES DISTRICT 200 LUNDY LANE

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REGULAR BOARD MEETING

MINUTES

June 18, 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

Director Kim Train

Call Meeting to Order

Chairperson Don Fregulia called to order the Regular Board Meeting of Plumas Eureka Community Services District ("PECSD") @ 0902.

Roll Call

In Attendance:

Chairperson Don Fregulia

Vice Chairperson Todd Solomon

Director Rich Machado

Absent:

Director Jeff Glick

Director Kim Train

Public in Attendance: 2

Adoption of Agenda

Chairperson Don Fregulia moved to approve the agenda.

2nd: Vice Chairperson Todd Solomon

Approved 3:0

Written Correspondence and Public/Board Comment Period

No written correspondence.

Don Schultz thanked Firewise for the work done during their community workday, additionally he praised the transparency provided via the CSD website.

Consent Calendar

1. Approve Meeting Minutes for May 21, 2024 & June 11, 2024.

2. Approve Use of Reserve Funds
 - a. Wastewater Reserve \$3,513.51
 - b. Water Reserve \$12,140.00
 - c. FEERAM \$1,045.60

Vice Chairperson Todd Solomon moved to approve the Minutes.

2nd: Chairperson Don Fregulia

Approved 3:0

Managers' Reports

3. **General Manager's Report**

General Manager, Jamar Tate, gave an overview of his report as submitted.

Tate reported that we should hear about whether or not we have been granted the grant money around July 2024, and that if we are granted the grant money we should have that available around December 2024 or January 2025.

It was also reported by Tate that he has received the reports from the water tank cleaning. He will be presenting a plan to the Board to address the tank needs once he's had a chance to compare the new reports with other reports he's previously received.

4. **Administration's Report**

Administrative Manager, Gina-Marie Morris, gave an overview of her report as submitted.

Morris reported that the Liens were reviewed and she is working on ensuring that these are current and correct with the County Clerk.

Action Items

5. **Approve May 2024 Financial Reports**

Reviewed Cash Report for May Transactions and Current Cash Assets as of 06/13/24. Approval was asked for the following:

- Investment 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
- Checks and Credit Card Transactions

Vice Chairperson Todd Solomon moved to approve the May 2024 Financial Reports.

2nd: Director Rich Machado

Approved 3:0

6. **Resolution 2024-09 Revision of Policy 3022 – Investment Policy**

Vice Chairperson Todd Solomon moved to approve.

2nd: Chairperson Don Fregulia

Approved 3:0

7. Resolution 2024-10 Revision of Ordinance 2024-A, Attachment A

Chairperson Don Fregulia moved to waive the 2nd reading.

2nd: Vice Chairperson Todd Solomon

Approved 3:0

Chairperson Don Fregulia asked to have the record show that it is with hesitation that they pass the rate increases.

Chairperson Don Fregulia moved to approve Resolution 2024-10.

2nd: Vice Chairperson Todd Solomon

Approved 3:0

8. Approval of FY 23/24 Budget Final Adjustment

Vice Chairperson Todd Solomon moved to approve.

2nd: Director Rich Machado

Approved 3:0

9. Approval of FY 24/25 Budget

Chairperson Don Fregulia moved to table this until the July Meeting to allow for the entire Board to be present to vote on this.

2nd: Vice Chairperson Todd Solomon

Approved 3:0

10. Approval of Retroactive COLA Increases for the General Manager & Facility Operator

The Board was asked to approve:

- a. Retroactive COLA increase for the General Manager as per his previous contract
- b. Correction on the General Manager's current contract to reflect the increase in (a) and to change the contracted compensation schedule from the 1st and 15th to every other week to match the actual pay periods.
- c. Retroactive COLA increase for the Facility Operator as the Position Roster & Salary Ranges had not been updated for 2021 or 2022 for this position, thus effectually creating a pay decrease for this position.

Chairperson Don Fregulia moved to approve as stated.

2nd: Director Rich Machado

Approved 3:0

11. Resolution 2024-11 Establishing Workplace Violence Prevention Program

It was noted during the General Manager's Report that this is still subject to legal review but is being passed at this time, as is, to satisfy the requirement to have this in place prior to July 1, 2024

Vice Chairperson Todd Solomon moved to approve.

2nd: Chairperson Don Fregulia

Approved 3:0

12. Resolution 2024-12

Vice Chairperson Todd Solomon moved to approve.

2nd: Director Rich Machado

Approved 3:0

Discussion and Possible Action Items

13. The "Present Park-Like Condition" of Sequoia Park

Staff was directed to fix the valve causing the issue with watering, otherwise the CSD is waiting to be advised further by legal. This item is to remain on the agenda.

14. Eureka Springs Sewer Rates

The Board was advised on our legal position in regard to this issue.

Discussion and Information

15. Removal of the surplus Fire Department Trucks & Truck Inventory Review

This was tabled as Chief Munsen is not present.

16. Water System Compliance

General Manager, Jamar Tate, reviewed his report on Arsenic Compliance Actions as submitted. Tate commented that he is looking into the reason for the unusually high arsenic level in Well 2, but suspects it has something to do with it being off line for a while.

17. Water Treatment Plant Project

This was tabled as Project Manager, John Rowden, is not present.

18. Strategic Plan

This was tabled as Project Manager, John Rowden, is not present.

19. ADA Accessibility

The Board was updated that there still has only been one contractor who has looked at the project and will submit a quote.

Committee and Fire Department Reports

20. Committee Reports

- a. Budget and Finance Committee
No Report
- b. Water and Wastewater Committee
No Report
- c. Personnel, Benefits, and Administrative Committee
No Report
- d. Safety and Emergency Committee
The Stop Sign at Cottonwood and Lundy is still slotted for installation.
- e. Investment Committee
No Report

21. Fire Chief's Report

The Fire Chief was not present, but his report was submitted.

Closed Session

22. Quarterly Employee Review

Nothing to report.

Future Meetings and Agenda Items

- The "Present Park-Like Condition" of Sequoia Park

Adjournment

Chairperson Don Fregulia adjourned the regular Board meeting.

APPROVED: 
Don Fregulia, Chairperson

ATTEST: : 
Gina-Marie Morris, Clerk of the Board