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REGULAR BOARD MEETING  
MINUTES  
July 16, 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  
Director Kim Train

Absent:

Director Jeff Glick

Public in Attendance: 2

**Adoption of Agenda**

Items 16 and 17 will be moved to be presented after item 4, per the request of the Project Manager, John Rowden.

Vice Chairperson Todd Solomon moved to approve the agenda.

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

Approved 4:0

**Written Correspondence and Public/Board Comment Period**

No written correspondence.

No public comment

## Consent Calendar

1. Approve Meeting Minutes for June 18, 2024.
2. Approve Use of Reserve Funds
  - a. Water Reserve \$1,311.25
3. Approve the \$239 credit to Acct 564 for overbilling since 1/1/21.

Vice Chairperson Todd Solomon moved to approve the Consent Calendar.

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

Approved 4:0

## Managers' Reports

### 4. General Manager's Report

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

Tate reported that will be having a meeting with GIS to see about the feasibility of getting all assets geo-located.

In response to Director Kim Train's questions, it was noted that most of the needles from the Firewise Community Day have been disposed of and the remainder have been assigned to be taken care of as soon as reasonably possible, taking into consideration that the Water and Sewer functions take precedence. It was also noted that the fire hydrants are checked once a year for functionality.

### 16. Water Treatment Plant Project

Project Manager, John Rowden, discussed that the grant appropriations would need to go through USDA which will also require meeting the NEPA (National Environmental Priority Act) requirements specific to this type of project. To meet these requirements, we will have to show that the project location is above the 500-year flood plain, as opposed to the 100-year flood plain. At this time, we are looking at about \$6,000 to meet the 100-year flood plain that is needed without the NEPA requirements. As the analysis for the 500-year flood plain would run around \$30,000-\$40,000, we will be waiting to get confirmation that we have indeed been granted the grant funds before acquiring the 500-year flood plain analysis.

### 17. Strategic Plan

Project Manager, John Rowden, reported that there has been no activity on this.

### 5. Administration's Report

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

## Action Items

### 6. Approve June 2024 Financial Reports

Reviewed Cash Report for May Transactions and Current Cash Assets as of 07/12/24. 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

Director Kim Train moved to approve the June 2024 Financial Reports.

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

Approved 4:0

**7. Approval of the FY 24/25 Budget**

After some discussion, Vice Chairperson Todd Solomon moved to approve.

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

Approved 4:0

**8. Resolution 2024-13 Eureka Estates Undeveloped Lots**

Chairperson Don Fregulia moved to approve.

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

Approved 4:0

**9. Selection and Approval of an Auditor**

Director Kim Train moved to approve Brown Armstrong as the Auditor for the FY 23/24 audit.

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

Approved 4:0

**10. Approval of DOWL Task Order 23**

Vice Chairperson Todd Solomon moved to approve.

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

Approved 4:0

**11. Approval of work performed by KR Nida – Radio installed in RAM 5500**

Chairperson Don Fregulia moved to approve.

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

Approved 4:0

**12. Approval of Quote by American Truck and Trailer – Unit 9121**

Chairperson Don Fregulia moved to approve the work as quoted not to exceed \$6,500.

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

Approved 4:0

**Discussion and Possible Action Items**

**13. The “Present Park-Like Condition” of Sequoia Park**

Discussion ensued on what has been done and what is yet to be done at Sequoia Park. Don Schultz passed out a suggested task list. The Board asked to have this task list on the next agenda for consideration. Staff was directed to look into acquiring a dump trailer to remove debris from the park area.

## Discussion and Information

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

Chief Munsen reported the old unit 9153 is at Director Rich Machado's son's house and that it still needs to be stripped and then sold. No report was given on the 2006 Ranger and no review of the fleet happened.

### 15. Water System Compliance

General Manager, Jamar Tate, reviewed his report on Arsenic Compliance Actions as submitted.

### 18. ADA Accessibility

The Board was updated, during the presentation of the budget, that there was a verbal quote of \$7,500 for a concrete ramp. Staff was asked to inquire about a wooden ramp.

## Committee and Fire Department Reports

### 19. Committee Reports

#### a. Budget and Finance Committee

No Report – meetings are to take place on the Tuesdays preceding the Regular Board Meetings.

#### b. Water and Wastewater Committee

No Report

#### c. Personnel, Benefits, and Administrative Committee

No Report – Kim Train was added to this committee which will be meeting "soon."

#### d. Safety and Emergency Committee

The Stop Sign at Cottonwood and Lundy was erected. Director Kim Train will be making fliers to post regarding the speeding on Poplar Valley Rd.

#### e. Investment Committee

No Report

### 20. Fire Chief's Report

The Fire Chief, Steve Munsen, reviewed his report as submitted.

## Future Meetings and Agenda Items

- The "Present Park-Like Condition" of Sequoia Park – Discuss/Adopt the Task List as presented.

## Adjournment

Chairperson Don Fregulia adjourned the regular Board meeting at 1115.

APPROVED:  ATTEST:   
Don Fregulia, Chairperson Gina-Marie Morris, Clerk of the Board  
Todd Solomon, Vice-Chairperson