

PLUMAS EUREKA COMMUNITY SERVICES DISTRICT 200 LUNDY LANE

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**REGULAR BOARD MEETING**

**MINUTES**

**August 20, 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**

Vice-Chairperson Todd Solomon called to order the Regular Board Meeting of Plumas Eureka Community Services District ("PECSD") @ 0900.

**Roll Call**

**In Attendance:**

Vice Chairperson Todd Solomon  
Director Rich Machado  
Director Kim Train  
Director Jeff Glick

**Absent:**

Chairperson Don Fregulia

Public in Attendance: 0

**Adoption of Agenda**

Director Kim Train moved to approve the agenda.

2<sup>nd</sup>: Director Jeff Glick

Approved 4:0

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

No written correspondence.

No public comment

**Guest Presenter**

**1. Water Treatment Plant Project**

This item was tabled until Lucas Tipton, DOWL Senior Manager IV, arrived at 0925, and followed the presentation of item 5 in the agenda. Tipton reported that:

- a. We should have an updated design by the end of the month.

- b. The current design has two 7' filters which can process 450gal/min. It was reported that our max demand is an average of 409gal/min to date. This means that during peak times our demand may go above 450gal/min. The recommendation would be to either change the design to two 8' filters for \$150k or an additional 7' filter for \$300k.
- c. An updated tech package will be submitted in September.
- d. If we do receive the Grant that will require NEPA requirement be met which will mean additional environmental work.
- e. The original \$6.5m quote was only for the construction. The \$7.3m quote is the \$6.5m construction costs, that would be paid directly to the contractor, as well as the \$822k for the engineering and project management, which would be paid to DOWL.
- f. Due to the current abundance of projects and the demand for contractors and engineers, it is expected that the longer it takes for a project to commence, in the current market, the higher the costs will be.

## Consent Calendar

2. Approve Meeting Minutes for July 16, 2024.

3. Approve Use of Reserve Funds  
 a. Water Reserve \$23,289.50

Director Kim Train moved to approve the Consent Calendar.  
 2<sup>nd</sup>: Vice-Chairperson Todd Solomon  
 Approved 4:0

## Managers' Reports

### 4. General Manager's Report

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

1. The Staff met with DOWL Engineering on August 6<sup>th</sup>, not the 8<sup>th</sup>.
2. New Cost estimate should read "\$7.3 million"

### 5. Administration's Report

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

### 6. Fire Chief's Report

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

1. 2 additional individuals have been recertified on RT 130 for a total of 12
2. The FEMA AFG Grant was approved.

### 7. Committee Reports

#### a. Budget and Finance Committee

Vice-Chairperson, Todd Solomon, reported that the Finance Committee did meet to review the financials.

#### b. Water and Wastewater Committee

No Report

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

No Report

#### d. Safety and Emergency Committee

Director Kim Train discussed the speeding on Poplar Valley Rd and reported the activities of Firewise.

#### e. Investment Committee

No Report

## Action Items

### **8. Approve July 2024 Financial Reports**

Reviewed Cash Report for July Transactions and Current Cash Assets as of 08/14/24. Approval was asked for the following:

- Budget vs. Actuals
- 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
- Checks and Credit Card Transactions

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

2<sup>nd</sup>: Vice -Chairperson Todd Solomon

Approved 4:0

### **9. Approve Engagement Letter from Brown Armstrong for the FY 23/24 Audit**

Vice-Chairperson Todd Solomon moved to approve.

2<sup>nd</sup>: Director Jeff Glick

Approved 4:0

### **10. Approve Water Storage Tank Maintenance Quote**

The Board asked for a revised quote with a smaller scope.

Clerks Note: Director Kim Train left at 1145

### **11. Approve Donation of Old Unit 9153 to the Greenhorn Fire Department**

Vice-Chairperson Todd Solomon moved to approve.

2<sup>nd</sup>: Director Jeff Glick

Approved 3:0

### **12. Resolution 2024-14**

Director Jeff Glick moved to approve.

2<sup>nd</sup>: Director Rich Machado

Approved 3:0

### **13. Resolution 2024-15**

Vice-Chairperson Todd Solomon moved to approve.

2<sup>nd</sup>: Director Jeff Glick

Approved 3:0

## Discussion and Possible Action Items

### 14. The "Present Park-Like Condition" of Sequoia Park

The Board directed staff to adhere to the Suggested Maintenance Task List provided by Don Schultz with two stipulations. First, as manpower is available, the Board doesn't want the maintenance of Sequoia Park to take priority over the CSD's main function of providing reliable water and sewer services. And second, the Board asks that the Community notify the CSD of needed maintenance and repairs as the CSD Operators do not frequent the park between maintenance activities.

## Discussion and Information

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

Chief Munsen reported the old unit 9153 is to be donated to the Greenhorn Fire Department as approved in item 11. It was mentioned that the 2006 Ranger is currently out on a fire "making money."

### 16. Water System Compliance

General Manager, Jamar Tate, reviewed his report on Arsenic Compliance Actions as submitted. Tate did comment that he double checked the current levels with those historically for this time of year and the levels for this time of year are not abnormal.

### 17. Strategic Plan

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

### 18. ADA Accessibility

The Board was informed that the contractor has become too busy to take care of this or provide a quote for a wood or composite ramp this year. Staff was instructed to focus on the paving first, starting with a drawing of some ideas for parking configurations.

### 19. Eureka Springs Subdivision Agreement Concerns as presented by Corrine Zack

The Board was presented the documents provided by Corrine Zack and briefed on the concerns presented to the staff by Zack, as well as the current status of addressing these concerns.

## Closed Session

### 20. Employee Performance Updates

The Closed Session took place with nothing to report.

## Future Meetings and Agenda Items

- Nothing specific was requested

## Adjournment

Vice-Chairperson Todd Solomon adjourned the regular Board meeting at 0106.

APPROVED:   
Todd Solomon, Vice-Chairperson

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