

PLUMAS EUREKA COMMUNITY SERVICES DISTRICT 200 LUNDY LANE

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REGULAR BOARD MEETING

MINUTES

November 19, 2024

9:00 AM

200 Lundy Lane

BLAIRSDEN, CA 96103

Remote Locations via Zoom:

2 Loon Ln, Placida, FL 33946

2426 E. Overview Drive, Green Valley, AZ 85614

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 ("PECS D") @ 0911.

** Delayed start due to technical difficulty with Zoom and the conference speaker.

Roll Call

In Attendance:

Chairperson Don Fregulia

Vice Chairperson Todd Solomon (via Zoom)

Director Rich Machado

Director Kim Train (via Zoom)

Director Jeff Glick

Absent:

Public in Attendance: 0

Adoption of Agenda

Director Don Fregulia moved to approve the agenda.

2nd: Chairperson Rich Machado

Approved 5:0

**Clerk Note, Director Kim Train wishes to just listen and not participate due to technological restrictions with her physical location.

Written Correspondence and Public/Board Comment Period

A written letter was received granting the Fire Department a private grant.

No public comment

Consent Calendar

1. Approve Meeting Minutes for Sep 26, 2024 & Oct 15, 2024.
2. Approve Use of Reserve Funds
 - a. Water Reserve \$50,093.53
3. Approve Customer Refunds
 - a. Accts 300-304
 - b. Acct 384

Director Jeff Glick moved to approve the Consent Calendar.

2nd: Director Rich Machado

Approved 4:0

Managers' Reports

4. General Manager's Report

General Manager, Jamar Tate, gave an overview of his report as submitted. Tate updated that Administrative Manager, Gina-Marie Morris, may be attending a Governmental Accounting Conference in February.

Item 18 (Water Treatment Plant Project) was also discussed during this time, including a discussion of the ramifications of the different options for the discharge water from the new treatment plant.

A couple of minor items related the hydrants were brought to Tate's attention. These items were acknowledged and will be addressed.

5. Administration's Report

Administrative Manager, Gina-Marie Morris, gave an overview of her report as submitted and asked for any input from the board on the budget for the upcoming budget review.

6. Fire Chief's Report

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

7. 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
No Report
- e. Investment Committee

Investment Committee met on 11/12/24 at 9:00. A report on that meeting was submitted and reviewed along with additional information on the CLASS investments being investigated.

Action Items

8. Approve October 2024 Financial Reports

Reviewed Cash Report for October Transactions and Current Cash Assets as of 11/15/24. 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

Vice-Chairperson Todd Solomon moved to approve.

2nd: Chairperson Don Fregulia

Approved 4:0

**Clerk Note, Director Kim Train left the Zoom at some point during this item. Her time of departure was not noticed.

9. Approve New Billing Software

The Board was presented with 3 different software options, gWorks (whom the district's current software is with), Current Software, and El Dorado Software. Current Software was recommended by staff. Staff was asked to inquire about the possibility of a contract longer than 1 year to lock in lower rates with Current Software and to create stability of pricing.

Director Jeff Glick moved to approve Current Software.

2nd: Chairperson Don Fregulia

Approved 4:0

10. Approve ESRI Proposal – ArcGIS Online

The Board was briefed on the importance of this system.

Vice-Chairperson Todd Solomon moved to approve.

2nd: Chairperson Don Fregulia

Approved 4:0

11. Approve Scope of work – GIS CAD Migration & Field Maps

The Board asked for additional information on this in the prior month. The requested information was presented.

Chairperson Don Fregulia moved to approve.

2nd: Director Jeff Glick

Approved 4:0

12. Approve PSREC WO# 2024-0814

Director Jeff Glick moved to approve.

2nd: Director Rich Machado

Approved 4:0

- 13. Revise Policy 2030.20 Paid Holidays**
Chairperson Don Fregulia moved to approve.
2nd: Director Jeff Glick
Approved 4:0

Discussion and Information

- 14. Revise Ordinance 2015-E Section 11.05.022 (First Reading)**
&
- 15. Amendment to Ordinance 2024-A (First Reading)**
Chairperson Don Fregulia moved to waive the first reading of both Ordinance 2015-E Section 11.05.022 and Ordinance 2024-A.
2nd: Vice-Chairperson Todd Solomon
Approved 4:0
- 16. Burn Pile Responses**
The Board was presented with all the written responses regarding the proposed burn pile. This is scheduled for discussion at the next Regular Board Meeting.
- 17. Sequoia Park Operating Parameters**
The Board decided to ask the people who would like to use the park for special events to present the Board with a proposal.
- 18. Water System Compliance**
General Manager, Jamar Tate, gave an overview of his report as submitted with the correction of the current Running Annual Average (RAA) as about 9.5ppb as appose to the 12ppb in the report.
- 19. Water Treatment Plant Project**
No further comments, covered in the Ops Report.
- 20. Strategic Plan**
Nothing to report, no further progress at this time.

Closed Session

- 21. Employee Performance Updates**
Closed Session was held. Nothing to report.

Future Meetings and Agenda Items

- Nothing specific was requested

Adjournment

Chairperson Don Fregulia adjourned the regular Board meeting at 1129.

APPROVED: _____

Don Fregulia, Chairperson

ATTEST: : _____

Gina-Marie Morris, Clerk of the Board