

# CPUD Chester Public Utility District

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Chester Public Utility District  
Minutes  
Regular Meeting  
July 23, 2024 05:30 PM  
251 Chester Airport Rd, Chester, CA 96020  
<https://chesterpud.org>

## 1. Call to Order

The meeting was called to order at 5:30 pm by Kimberly Green.

A. Pledge of Allegiance  
Led by Kimberly Green

### B. Roll Call

Present: Stephen Graffweg, Kimberly Green, Arthur Tharpe, Royce Raker

Staff Present: Staff: 5          Public Members: 1

## 2. Agenda Approval

Stephen Graffweg motioned to approve. A second was made by Arthur Tharpe.

The motion passed with the following vote:

4 In Favor       Opposed  
   Abstained   1 Absent       Recused

## 3. Public Comments

## 4. Approval of Meeting Minutes

### A. June 25, 2024 Regular Meeting

Raker abstained as he was not present at the June 25th meeting.

Stephen Graffweg motioned to approve. A second was made by Arthur Tharpe.

The motion passed with the following vote:

3 In Favor       Opposed  
1 Abstained   1 Absent       Recused

## 5. Approve Financials

Fire Fund 400: slow pace of loss. July will look different with IMT funds and Property Taxes deposited over the next few months.

Moved 200K from checking account to CLASS: 150K to sewer and 50K to water.

Director Green asked about doubtful receivables. CPA may come to the meeting to explain. Other receivables were explained.

GM Cox stated that Annexation Fees have been received for the new Seneca Critical Access Hospital (the property was not previously within CPUD boundaries).

Questions regarding some payables were answered to the board's satisfaction.

Royce Raker motioned to approve. A second was made by Arthur Tharpe.

The motion passed with the following vote:

4 In Favor    \_\_\_ Opposed  
\_\_\_ Abstained    1 Absent    \_\_\_ Recused

**6. 2022-2023 Audit**

Rob Dennis with RT Dennis Accounting reported the District had a clean audit with no findings.

He explained some of the pages within the report. After a brief discussion, a motion was made to accept the Audit.

Arthur Tharpe motioned to approve. A second was made by Royce Raker.

The motion passed with the following vote:

4 In Favor    \_\_\_ Opposed  
\_\_\_ Abstained    1 Absent    \_\_\_ Recused

**7. General Manager Report: Adam Cox**

Working on updating all board policies.

Special Meeting will be needed 7-30-2024 at 5:30pm to approve a resolution from CalOES regarding the current fire activity in the state.

Cell tower may go in on sewer land by treatment plant, lease option. CSDA affiliate may help negotiate.

GM Cox and Directors Green and Tharpe have been meeting on a weekly basis with representatives from Peninsula Fire to discuss fire and EMS services in Chester. The talks have been productive and we look forward to restoring full, Chester-based fire and emergency medical services in the future.

A walk-through tour of 198 Main St. property went well with CPUD and Peninsula Reps.

A brief discussion was had on the needs of audio recording meetings.

**8. Fire Chief Report: Richard Sonsteng**

July 4th staffing Chester with Pen. Fire: 1 engine, 1 truck, 1 ambulance through the weekend. Briefing held here. SIFC was appreciative that there was a coverage plan. Fireworks event went well. Worked with Travis Broussard, Chamber of Commerce, and the Pyro company with many site visits to establish a clean and safe area for the show.

The ladder truck helped with the repeater for tactical capability improvements.

LT. Coates is a CE Provider. Potential income for the district for classes instructed here.

OES Prepo. scheduled for Sunday due to high fire threats.

7221 responded a mutual aid detail for the Mill in PNF yesterday.

16 IMT Support Division employees deployed currently.

Lightning predicted in the area Wednesday and Thursday.

RA Joe Pastore has been working on our apparatus: He fixed the OES 7222 Type 2 Engine that is up for surplus. Working with OES on a contract for to rent 7222 to them. 7252 White Ambulance fixed and being loaned to Pen Fire.

Plumas Tire kindly waived costs of a balance and alignment on an ambulance.

Canceled Vector Scheduling Solutions: 4K annual savings.

The fire staff's schedule does not change week to week.

**9. Utility Operations Manager: Allan Homme**

Well 3 was sonic cleaned today: broke loose scaling. It is getting a video camera sent down it Thursday. After a series of water samples are taken and cleared, then Well 3 can go back online.

4th Ave lift station: Pump to be fixed in September.

Coliform showed in water samples over the 4th of July. Surveying the area for possible cross-connection issues.

Allan was thanked by a public member for fixing the manhole cover that was very deep after the county repaved Feather River Dr.

**10. Local Union Representatives**

A. Local 5317 / Chester Professional Firefighter's Association (CFD Safety)

no one present

B. Local 39 / Stationary Engineers (CPUD Misc.)

none.

**11. Resolution # 2024-1: Tax Roll Collection**

GM Cox stated this is an annual housekeeping item.

Director Green asked if we could use someone else to collect the taxes. GM Cox stated that the county issues CPUD a full check. The county takes the loss until delinquent taxes are collected.

Stephen Graffweg motioned to approve. A second was made by Arthur Tharpe.

The motion passed with the following vote:

4 In Favor    \_\_\_ Opposed  
\_\_\_ Abstained    1 Absent    \_\_\_ Recused

**12. Authorize Agreement with Actuarial Retirement Consulting to Perform a GASB 75 Study and Valuation regarding the District's Other Post-Employment Benefits (OPEBs or "Retiree Healthcare")**

GM Cox stated that we would use this company to do calculations and research other options. The cost is approximately \$4,700.00.

Director Tharpe made a motion for management to move forward with the consultant's agreement. Director Raker seconded the motion. All in favor, motion carried.

**13. New Board Policies: Series 3100, 3200, and 3300**

After a brief discussion, Director Tharpe asked to table this set of policies for the Special Meeting next Tuesday.

**14. Public Comment: Non Agenda Items**

A public member asked for the board to not lose site of the provision of services to the district when negotiating with Peninsula Fire.

**15. Closed Session**

A. Conference with Legal Counsel - Anticipated Litigation Pursuant to Gov. Code Section 54956.9 (d)(2) or (3) - 1 potential case

B. Closed Session pursuant to Government Code Section 54957 – Public Employee Discipline/Dismissal/Release

**16. Reconvene and Report on Closed Session**

Topics recited verbatim by Director Green. The Board entered Closed Session at 7:12pm. Reconvened At 7:48pm.

Director Green reported out that information was given from the General Manager. No action taken.

**17. Correspondence**

none.

**18. Comments**

Director Green still wants to have a district planning session and asked GM Cox to come up with a list of ideas for discussion.

Director Green stated she will be attending the CDSA conference in September along with GM Cox.

**19. Adjournment**

Director Tharpe made a motion to adjourn at 7:52pm. Director Graffweg seconded. All in favor, meeting adjourned.

