

**LAKEPORT FIRE PROTECTION DISTRICT
445 NORTH MAIN STREET
LAKEPORT, CA 95453
REGULAR MEETING MINUTES OF FEBRUARY 14, 2017**

CALL TO ORDER: Chairman Whitehead called the meeting to order at 5:00 p.m.

Pledge of Allegiance:

Roll Call: Present—Chairman Whitehead, Vice Chairman Whipple, Directors Williams, Director Davidson and Director Mills.

AGENDA, CLAIMS AND MINUTES: The Feb.14, 2017 agenda and claims were approved as submitted; the minutes of January 10, 2017 Regular Meeting were approved as submitted.

PETTY CASH CLAIMS: The Petty Cash Claims were approved as submitted.

CORRESPONDENCE: The Administrative Assistant shared with the Board a thank you note from the Mendocino College Lake Center for providing the BBQ for the spring semester "welcome back" lunch; the college expressed their appreciation of the District's support.

CHIEF'S REPORT: Chief Hutchison reported he has attending numerous meetings: The Chief reported the Fire Chief's Assoc. has received a proposal from Cal Fire for dispatch costs; the process of smoothing out patient transports with AMR, the hospitals and Fire Districts continues; on Feb. 3rd the District's ambulance (M5011) and personnel (Morin, Ray) were involved in a MVA; the other driver was at fault; the personnel in the ambulance were not injured but the ambulance has substantial damage (radiator/condenser most likely will need to be replaced); Chairman Whitehead mentioned there were numerous accidents in that 11th Street/Forbes Street intersection; Vice Chairman asked the repair time on the ambulance which the Chief was unsure about; the ambulance will be taken to a specialized emergency vehicle body shop in Sacramento; the District's EMT/driver, Brandon Morin did complete a drug test for documentation; there was an Active Shooter Drill "sprang" on the District; there was no time to prepare but it went smoothly for District personnel that participated; the Chief mentioned the District has been receiving clear diesel instead of dyed diesel from Westgate Petroleum which resulted in duplicate fuel tax payments; numerous State reports were corrected by the Adm. Assistant; the State Board will review them and refund the District; the Chief and Adm. Assistant agreed paying fuel tax to the vendor is easier than the purchasing dyed diesel and completing the reports; Director Mills asked about the status of M5222's recoupment of towing costs; the Chief commented it is being pursued; M5222 is sidelined for now because of transmission issues.

DISTRICT SECRETARY'S REPORT: The District Secretary reported she and the Chief attended the CalPERS workshop in Walnut Creek on Jan. 10th and she has been busy implementing some of the workshop's recommendations; she has been working on the State Board fuel tax report and has submitted corrected reports showing the District paid taxes on clear diesel purchased from Westgate Petroleum; she continues to spend time correcting patient transport information for the billing company so the transports can be billed and she recently completed an annual OSHA report.

BOARD OF DIRECTOR'S REPORT: The Board mentioned the Professional Firefighters have not yet contacted the Board to start negotiations; Captain Bergem announced the new officers were: President Dan Kane, Vice President Bob Ray, Secretary Andrew Bergem and Treasurer Spencer Johnson.

VOLUNTEER FIREFIGHTER'S REPORT: There was no Volunteer report given.

OLD BUSINESS: There was no Old Business to report.

NEW BUSINESS:

Report and discussion on the CalPERS workshop Chief Hutchison and the Administrative Assistant attended: Chief Hutchison reported that the CalPERS workshop was targeted for Public Agencies and answered some questions on CalPERS reporting requirements; there were a few minor changes to be made and it was a worthwhile informative workshop to attend.

Report and discussion on LAFCO's review of the County of Lake's per unit of benefit charge for the City of Lakeport: Chief Hutchison reported after further review with LAFCO and the County that they agree the City Ordinance should have been followed and the CPI yearly increase has not been applied for years; it is now under review and discussion on how to fix this oversight. The Chief mentioned the CPI increase on Direct Charges has not been increased since 2001; the increase of revenue to the District could be \$50,000.00 to \$60,000.00 dollars.

Report and discussion on patient transport issues with AMR: Chief Hutchison reported that one of the main issues on patient transports is Saint Helena Clearlake Hospital not communicating with the involved entities and they are very disconnected on the patient transport/transfer process. The Chief reported discussions/meetings will continue to smooth out the communications and process of patient transports.

Report, discussion and possible action on the potential sale of the surplus 1987 Pierce Engine(5211): Chief Hutchison reported a retired Cal Fire mechanic is interested in the 1987 Pierce and has offered \$12,000.00 for it; he would like the District to accept 3 payments of \$4000.00 each; the interested party is from Oakridge Fire District in Oregon; Director Mills mentioned paperwork would need to be drawn up to document the agreement for 3 payments; the Board was favorable on the price and 3 payments; a motion was made by Director Williams with a second to the motion by Vice Chairman Whipple to agree to the sale of the 1987 Pierce for \$12,000.00 which would be made in 3 payments as written in the payment agreement; motion was approved unanimously by the Board and the reading was waived.

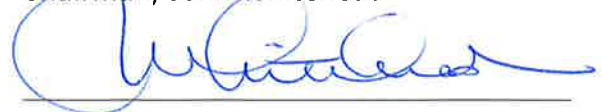
OTHER BUSINESS: Mireya Turner, Mayor Pro Tem from the City of Lakeport was in the audience and mentioned City Code Enforcement changes are being implemented; one of the changes is dealing with inoperable vehicles that are in the City and causing an eyesore.

AGENDA ITEMS FOR NEXT MEETING:

- a) Report and discussion on the annual Finley Building rent increase to the Gleaners.
- b) Report and discussion on LAFCO's review of the County of Lake's per unit of benefit charge for the City of Lakeport.
- c) Report and discussion on the potential sale of the surplus Pierce engine.

ADJOURNMENT: The Meeting was adjourned at 5:35 pm.

Chairman, John Whitehead



Respectfully submitted,



Linda K. Buckner
Administrative Assistant