

**LAKEPORT FIRE PROTECTION DISTRICT
445 NORTH MAIN STREET
LAKEPORT, CA 95453**

REGULAR MEETING MINUTES OF NOVEMBER 13, 2018

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

Pledge of Allegiance:

Roll Call: Chairman Whitehead, Vice Chairman Whipple, Directors Williams and Davidson were present.

AGENDA, CLAIMS AND MINUTES: The Nov. 13, 2018 agenda and claims were approved as submitted; the minutes of the Regular Meeting on Oct. 9, 2018 were approved as submitted.

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

CORRESPONDENCE: The Administrative Assistant shared with the Board that a \$1,000.00 donation from Lola Helms was received.

CHIEF'S REPORT: Chief Hutchison reported that he has been busy with meetings; he attended an Inter-facility Transport meeting at Sutter Lakeside Hospital, a Fire Safe Council meeting, Chief's meeting and Hazardous Vegetation Management meeting; the Chief did a fire extinguisher training for Dept. of Public Works; the Chief attended a conference put on by Golden State Risk Management in Corning; phone conferences regarding the ballot measure process have been taking place; there was an apartment fire on Nov. 11th located at 1125 N. Main Street which was very challenging; there were no injuries and 17 firefighters total responded to the fire from Station 50; 38 firefighters and 9 engines total were on the fire; the Chief also announced he would be on vacation from Nov. 22 to Dec. 4, 2018.

ADMINISTRATIVE ASSISTANT'S REPORT: The Administrative Assistant reported she is working on the GEMT 17-18 cost report which is due Nov. 30th; she was on a hiring panel for Lake Co. Fire on Nov. 8th; she continues to work on smoothing out the financial software program process, she has been in contact with Demsey and Filliger Company to complete the GASB 75 which needs to be included in the 17-18 audit, the District participated in the downtown Halloween Trick or Treat Event and gave out 28 pounds of candy to local children.

BOARD OF DIRECTOR'S REPORT: Director Williams asked Chief Hutchison if the transfer program was getting any better; the Chief responded no, nothing had been done to improve the "out of county" transport decline; the Chief mentioned he has had discussions with Sutter Lakeside Hospital on options of what would make the IFT program more attractive to Medics and EMTs.

VOLUNTEER FIREFIGHTER'S REPORT: Firefighter Dan Kane was in the audience and said there was no report this month; Vice Chairman Whipple mentioned how the Dinner, Dance, Auction's dinner was excellent; John whitehead agreed and said "job well done".

OLD BUSINESS:

Report, discussion and possible action on the District placing a County Direct Charge increase measure on the ballot for voter approval: Chief Hutchison reported the conversation with the consultant was a good "kick off" on the ballot measure; the polling process is being

discussed; an engineering report is not needed for the restructuring of fees (flat fee); a flat fee would be easier for the tax payers to understand; it will not cost the District any additional amount on a flat fee vs a unit of benefit; for the ballot measure to pass 66.67% is needed; Bob Bridges spoke from the audience and mentioned the DDA event was a great function; the community support was amazing; Bob mentioned the ballot measure should have been pursued 1 year ago and the District is down to the "bare bones"; this is like a slow motion train wreck and this should have been fixed a year ago when the District did not have a balanced budget; he also mentioned consultants come from a different world and need to realize this when arriving at a special tax amount for the ballot; an extravagant travel budget was mentioned and the Chief replied we do not have any travel budgeted in fiscal year 18-19; it was mentioned the citizens need to realize the District has not increased the units of benefits since 1996; Bob Bridges said he is willing to help with the ballot measure and it is important to have staffing in case of medical emergencies.

NEW BUSINESS:

Report, discussion and possible action on Resolution 1819-09; a Resolution to determine Cal PERS industrial safety disability by the official delegate: Chief Hutchison said this Resolution replaces Resolution 1819-05 which was passed unanimously by the Board on Sept. 11, 2018; an older formatted version was used (1819-05) and Resolution 1819-09 is a newer version recommended by Cal PERS; the Chief explained one of the Full time employees has been determined eligible for an industrial disability and a Resolution is necessary to have on file; a motion was made by Director Davidson with a second to the motion by Vice Chairman Whipple to approve Resolution 1819-09; the motion was passed unanimously by the Board and the reading was waived.

Report, discussion and possible action on Resolution 1819-10; Resolution 1819-10 is to move unanticipated revenue from the County Fire (July 7-8, 2018-- \$6,671.10 to expenditure and Unreserved-Designated Equipment Reserve accounts: Chief Hutchison discussed with the Board that this revenue was from the County Fire (Heli-base standby) was needed to be moved from the revenue account to the Wages and Equipment Reserve accounts; a motion was made by Vice Chairman Whipple with a second to the motion by Director Williams to approve Resolution 1819-10; the motion was passed unanimously by the Board and the reading was waived.

Report, discussion and possible action on the Rural Art Initiative on painting a Muriel on the south wall of Station 50: Chief Hutchison reported that Kelseyville Fire had a Muriel painted on their Station and would the Directors be interested in allowing one to be painted on Station 50; the District would need to discuss this with the City of Lakeport; Chairman Whitehead asked who would be responsible if the Muriel was "tagged"; a motion was made by Director Davidson with a second to the motion by Director Williams to approve the rural arts initiative the motion was passed unanimously by the Board.

OTHER BUSINESS: City of Lakeport Mayor, Mireya Turner thanked the Fire District for their excellent work on the apartment fire on Nov. 11, 2018.

AGENDA ITEMS FOR NEXT MEETING:

- a) Report, discussion and possible action on the District placing a County Direct Charge increase measure on the ballot for voter approval.
- b) Report, discussion and possible action on the process of charging for recording requests.

CLOSED SESSION:

Salaries, Salary Schedules or Fringe Benefits pursuant to Section 54957.6 of the Ralph M. Brown Act.

Represented Employees: Labor Negotiations

Unrepresented Employee Retiree Medical Insurance pursuant to Sections 54957.6 of the Ralph M. Brown Act.

a) Unrepresented employees

Chairman Whitehead adjourned to a Closed Session at 5:30 pm and reconvened the Regular Meeting at 5:55 pm.

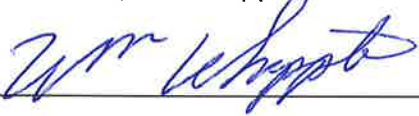
NO ACTION TAKEN FROM THE CLOSED SESSION: Represented Employees: Labor Negotiations

ACTION TAKEN FROM THE CLOSED SESSION: Unrepresented Employees: A motion was made by Director Davidson with a second to the motion by Director Williams to approve the voluntary 7% pay decrease and \$2,500.00 cap on Medical Insurance per month paid by the District for the Administrative Assistant and Fire Chief (stated during meeting effective Oct. 1-15, 2018 pay period-CORRECT effective date: Pay Period 9/16-30/18); the motion was passed unanimously by the Board.

Discussion on the Administrative Assistant's and Fire Chief's voluntary benefit reduction; Vice Chairman Bill Whipple mentioned how he appreciated what the Chief and the Admin Assistant did; Director Davidson agreed and said he admired them and hoped better times will follow for Lakeport Fire.

ADJOURNMENT: The meeting was adjourned at 6:00 pm.

Vice Chairman, Bill Whipple



Respectfully submitted



Linda K. Buckner

Administrative Assistant/EMT