



SHASTA LAKE FIRE PROTECTION DISTRICT

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Board of Directors

Meeting Minutes

January 11, 2010

Members Present: Stephen Morgan, Chairman
Jack Ferguson, Vice-Chairman
Daniel Emry, Director
Lori Chapman-Sifers, Director

Members Absent: Ted Chase, Director

Staff Present: Adrian Rogers, Fire Chief
Sharyn Toso, Administrative Assistant

1.0 CALL TO ORDER: The meeting was called to order by Chairman Morgan at 7:00 pm.

2.0 PUBLIC COMMENT PERIOD: None

3.0 APPROVAL OF AGENDA: No changes made to the agenda.

4.0 CONSENT CALENDAR:

4.1 The minutes of the 12/14/09 board meeting were presented for approval, accepted as presented.

4.2 The warrants for December 2009 for a total of \$35,561.10 were presented for approval. The total is a revised amount which includes an invoice for Kelly Construction for \$780.00 and a decrease for the US Bank Corporation for a use tax credit of \$12.87.

A motion was made by Lori Chapman-Sifers to approve 4.1 and 4.2 as presented and with noted revision, seconded by Jack Ferguson, passed unanimously.

5.0 COMMUNICATIONS:

5.1 Chairman Morgan commented on the following items;

The editorial from Record Searchlight regarding the Firefighter Bill of Rights and the Judge's decision involving Anderson Fire, which he did not agree with it.

The article in the CSDA magazine "*Brown Act Reimbursement for Special District*" where Senate Bill 90 was recently restored allowing the opportunity for special district to be reimbursed from the State for time and cost associated with preparing a regular meeting agenda in accordance with the Brown Act.

An article from CSDA "*Russian River Fire Makes New Tax Bid*" which they are seeking a parcel tax increase because their reserve funds will be depleted by 2011.

- 5.2 The board reviewed the memo from the City of Shasta Lake regarding ethics training. All board members in attendance stated that they would be able to attend the training on January 26, 2010 at 6:00 pm.
- 5.3 The board reviewed the flyer from Shasta County Fire Safe Council regarding the Community Wildfire Protection Plan. There was no further comment.

6.0 DISTRICT REPORTS:

- 6.1 The Fire Chief's report for December 2009 was given to the board for review. Accepted as presented.
- 6.2 The Fire Marshal's report for December 2009 was given to the board for review. The board further discussed the potential City donation of 4601 Shasta Dam Blvd for training. Chief Rogers stated that he declined the offer because the City engineer said it was structurally unstable. There was further discussion on a smoke detector battery replacement program and used battery disposal.
- 6.3 The Training Officer's report for December 2009 was given to the board for review, accepted as presented
- 6.4 The Shasta Lake Firefighter's Association minutes for January 2010 were given to the board for review. Association treasurer Paul McGram stated that the Redding Dirt Riders donated \$1,500 to the association to help with any project for the quad trailer. The association has decided to use the funds to install solar panels, inverters, controls and batteries.

Firefighter of the Year awards dinner will be February 27, 2010 and the associations first mini golf tournament will be April 17, 2010 at the Oasis Fun Center.

- 6.5 The monthly payroll report for December 2009 was reviewed by the board. The totals on the report were from the prior month and need to be corrected. The December payroll report will be resubmitted at the February regular board meeting with the correct totals.
- 6.6 There was no new report on the District's existing litigation, Case No. 166914.

A motion was made by Jack Ferguson to approve all district reports 6.1 to 6.6 as presented, seconded by Daniel Emry, passed unanimously.

7.0 OLD BUSINESS: NONE

8.0 ACTION ITEMS:

- 8.1 The board reviewed and discussed at length the request to install internet service at Station 3. Two bids were received, one from Charter Internet for basic internet service at \$49.95 per month with a \$99.00 connection fee and a second bid from AT&T for \$52.00 per month with a \$99.00 connection fee. BC Beck's office will be moved over to Station 3, so internet access will eventually be needed. Chief Rogers recommend selecting the lowest bidder. The Board decided to table this action item for a later date until the District is in a better financial position before committing to internet service. Motion tabled.

- 8.2 The board review the 2010 Committee list as follows;

Standing Committees

Organization & Personnel – Jack Ferguson, Ted Chase, Adrian Rogers, Richard Moore & Dennis Beck

Facilities & Equipment – Adrian Rogers, Ted Chase & Daniel Emry

Union Negotiations – Adrian Rogers, Steve Morgan & Daniel Emry

Planning & Finance – Steve Morgan, Lori Chapman-Sifers & Adrian Rogers

Ad Hoc Committees

Retirement – Jack Ferguson, Adrian Rogers, Richard Moore & Ted Chase

Impact Fee – Jack Ferguson, Adrian Rogers, Lori Chapman-Sifers & Richard Moore

RDA – Adrian Rogers, Stephen Morgan & Lori Chapman-Sifers

All Risk Employees – Adrian Rogers, Jack Ferguson, Dennis Beck, Richard Moore & Daniel Emry

The board agreed to leave the committees as listed. A motion was made by Jack Ferguson to accept the 2010 Committees as presented, seconded by Daniel Emry, passed unanimously.

- 8.3 The board discussed the request to allow alcoholic beverages at the Shasta Lake Firefighters Association awards banquet on February 27, 2010 at Station 3. The board agreed to allow soft alcohol, beer and wine only, at the awards banquet. (See 8.4 for motion)

- 8.4 The board discussed the request to allow alcoholic beverages at the Firefighter of the Year roast on March 20, 2010 at Station 3. The board agreed to allow soft alcohol, beer and wine only, at the roast.

A motion was made by Jack Ferguson to allow alcoholic beverages, beer and wine only, at the awards banquet and the roast at Station 3, seconded by Lori Chapman-Sifers, passed unanimously.

- 8.5 The board discussed the possibility of sending Director Lori Chapman-Sifers to the 2010 Special Districts Legislative Days in Sacramento. The board had some concerns with the financial aspect of sending Director Chapman-Sifers to the conference. The two day conference price is \$225.00 plus mileage reimbursement. Director Chapman-Sifers stated that she would attend only one day of the conference and feels that she could accomplish all her goals in that one day. The board requested Admin Toso to present a total dollar amount for the conference last year and to see if there is a reduced conference price for attending only one day at the next regular schedule board meeting. Motion tabled

- 8.6 The board reviewed and discussed Resolution 10-01 budget transfer of \$50,000 from 009000 Reserves for Contingency to 034800 Professional & Special Services. A motion was made by Daniel Emry to approve Resolution 10-01 as presented, seconded by Lori Chapman-Sifers, passed unanimously.

9.0 NEW BUSINESS:

- 9.1 The board discussed at length ADA compliance for Station 3. The bathrooms and the sidewalk out front are not ADA compliant and need to be addressed. BC Beck stated that

one of the bathrooms would need to be removed so the other one could meet code. Vice Chairman Ferguson expressed concerns on removing & reducing to one bathroom for the station especially if it's going to be used as a training center. BC Beck suggested having a plan in place by the April board meeting so the board can set a completion date for the project. The plans would need to be reviewed by the City's Building Inspector, BC Dahlen and a contractor to meet all building standards. The board directed staff to move forward with the project and requested BC Beck to present two proposals with all the required elements.

9.2 The board reviewed and discussed the mid-year budget report. A revenue report up to December 31, 2008 was reviewed as well as the Year-to-Date budget report including expenditures and revenues. The RDA pass through was down by \$29,000 which has put the district behind on the income side. The County is currently working on correcting some account codes that were added to our budget in error.

10.0 DIRECTOR COMMENTS:

Director Chapman-Sifers stated that she is looking forward to serving her community for another four years, which is a huge honor and is very grateful to serve.

Director Emry also commented on the article in the CSDA magazine "*Brown Act Reimbursement for Special District*" stating its importance to the district. He also commented on the editorial from the CSDA Board President on the States additional \$21 billion short fall that is projected and how it's going to affect special districts once again.

Chairman Morgan thanked the association for hosting a great Christmas part.

11.0 ADJOURNMENT:

A motion for adjournment was made by Vice Chair Ferguson, seconded by Director Chapman-Sifers, passed unanimously. Chairman Morgan brought the meeting to a close at 8:13 pm.

Submitted by:

Sharyn Toso, District Secretary

Date

Approved by:

Stephen Morgan, Chairman

Date