



# ***SHASTA LAKE FIRE PROTECTION DISTRICT***

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## **Board of Directors**

### **Meeting Minutes**

**May 10, 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 7:03 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 4/12/10 board meeting were presented for approval, accepted as presented.

4.2 The warrants for April 2010 for \$20,298.96 were presented for approval, accepted as presented.

A motion was made by Vice Chairman Ferguson to approve 4.1 and 4.2 as presented, seconded by Director Chapman-Sifers, passed unanimously.

**5.0 COMMUNICATIONS:**

5.1 Chairman Morgan had no comments or reports. Vice Chairman Ferguson read a letter of resignation from volunteer firefighter Jerry Hill. Mr. Hill had put in 17 years of volunteer service to the district. Vice Chairman Ferguson recommends that on behalf of the board, they send a thank you letter to Mr. Hill thanking him for his years of service. The board agreed to send a thank you letter.

A motion was made by Vice Chairman Ferguson to send volunteer firefighter Jerry Hill a thank you letter for his years of service, seconded by Daniel Emry, passed unanimously.

**6.0 DISTRICT REPORTS:**

6.1 The Fire Chief's report for April 2010 was given to the board for review. The board further discussed replacing the districts outdated repelling system and presenting a plaque to Ayla Brown for her act of heroism. The board agreed to the plaque presentation stating it was very appropriate.

- 6.2 The Fire Marshal's report for April 2010 was given to the board for review. The board further discussed the sample resolution "of the Board of Directors of the Shasta Lake Fire Protection District declaring noxious weeds, brush and other flammable materials a public nuisance. This nuisance is seasonal and recurrent. BC Dahlen is still working on abatement, so there will be more parcels added to the resolution.
- 6.3 The Training Officer's report for April 2010 was given to the board for review. The board further discussed AFG (Assistant to Firefighter Grants) and the need for narrow band radios. BC Beck will be submitting a grant application to AFG for communications and vehicle acquisition this year.
- 6.4 The Shasta Lake Firefighter's Association minutes for May 2010 were given to the board for review, accepted as presented. Chairman Morgan noted that the Damboree pancake breakfast went very well and that the association did a great job.
- 6.5 The board reviewed the payroll report for the month of March for a grand total of \$76,597.15, accepted as presented. .
- 6.6 The board reviewed the legal fee cost report for the District's current litigation, #166914. The YTD total is \$48,376.30, accepted as presented.

A motion was made by Director Chapman-Sifers to accept all district reports, 6.1 to 6.6 as presented, seconded by Vice Chairman Ferguson, passed unanimously.

**7.0 OLD BUSINESS:** None

**8.0 ACTION ITEMS:**

- 8.1 The board reviewed and discussed the administrative assistant's labor agreement which was approved by the Planning and Finance committee and by legal counsel. The board was satisfied with the agreement as presented.

A motion was made by Vice Chairman Ferguson to approve the administrative assistant's labor agreement as presented, seconded by Director Emry, passed unanimously.

- 8.2 The board reviewed Resolution 10-08 budget transfer recognizing \$15,000 in 692021 Out of District Response and increasing 011000 Regular Salaries. The board was satisfied with the resolution as presented.

A motion was made by Vice Chairman Ferguson to approve Resolution 10-08 budget transfer as presented, seconded by Director Chapman-Sifers, passed unanimously.

- 8.3 The board reviewed Resolution 10-10 budget transfer decreasing 065000 F/A Equipment \$5,000, increasing 035500 Minor Equipment \$10,000, recognizing \$9,000 in 797600 Miscellaneous Sales and increasing 035534 Minor Equipment \$4,000. The board was satisfied with the resolution as presented.

A motion was made by Director Emry to approve resolution 10-10 budget transfer as presented, seconded by Vice Chairman Ferguson, passed unanimously.

- 8.4 The board discussed the creation of a new fire station ad-hoc committee. The board agreed to the formation of the committee. Director Emry and Vice Chairman Ferguson volunteered to be on the committee. Paid staff and public will be invited as well to participant on the committee.
- 8.5 Approval of Resolution 10-09 Intention to Continue Assessments for Fiscal Year 2010-11, Preliminarily Approving Engineer's Report, and Providing for Notice of Hearing for the Shasta Lake Fire Protection District Fire Suppression Equipment and Apparatus Assessment is tabled until further review by legal counsel.
- 8.6 Approval of Certificates and Assessment Diagram pages of the Engineers Report is tabled until further review by legal counsel.
- 8.7 The board reviewed the proxy vote for the Principal Financial Group, Inc. shareholders for the following items;
- A. Election of 4 Directors;
  - B. Approve 2010 Stock Incentive Plan;
  - C. Ratification of Independent Auditors.
- The board agreed to abstain for all three items. A motion was made by Vice Chairman Ferguson to abstain for all three items on the proxy vote, seconded by Director Emry, passed unanimously.
- 8.8 The board discussed purchasing a plaque to present to Ayla Brown at her eighth grade graduation for her act of heroism. The board agreed to purchase a plaque of bravery.

A motion was made by Vice Chairman Ferguson to purchase a bravery plaque to present to Ayla Brown at her eighth grade graduation, seconded by Director Chapman-Sifers, passed unanimously.

- 8.9 The board discussed amending the cost of the internet installation for station 3. The board approved the internet installation cost of \$99.00 and a monthly access fee of \$28.00 at the April board meeting. Charter has now changed the monthly internet access fee to \$49.00.

A motion was made by Vice Chairman Ferguson to approve the amended cost of internet access at station three for the installation cost of \$99.00 and \$49.00 per month, seconded by Director Emry, passed unanimously.

**9.0 NEW BUSINESS:**

- 9.1 The board reviewed the 2010/2011 draft budget. Chief Rogers noted that the district will suffer another 3% loss in tax revenue is what is predicted by the Shasta County Auditor/Controller. The board further discussed Shasta LAFCO and adopting the current budget as the 2010/2011 preliminary budget.

**10.0 DIRECTOR COMMENTS:**

Director Chapman-Sifers thanked staff for all their good work.

**11.0 ADJOURNMENT:**

A motion for adjournment was made by Vice Chairman Ferguson, seconded by Director Emry, passed unanimously. Chairman Morgan brought the meeting to a close at 8:10 pm.

Submitted by:

\_\_\_\_\_  
Sharyn Toso, District Secretary

\_\_\_\_\_  
Date

Approved by:

\_\_\_\_\_  
Stephen Morgan, Chairman

\_\_\_\_\_  
Date