



LAKE SHASTINA

COMMUNITY SERVICES DISTRICT

Regular Meeting
Wednesday, February 16, 2011 – 5:00 p.m.
Administration Building

MINUTES

CALL TO ORDER:

LSCSD Board Roll Call: Cupp ✓ Moller ✓ Pavlic absent Roths ✓ Wetter ✓

Also present were GM McCarthy, PW Supervisor Moser, SAC Nelle, PC Alves, Assistant FC Paulus and AA Charvez. There were approximately 12 people in the audience.

CLOSED SESSION:

1. A. Employee Compensation - Life Insurance Coverage - Personnel (Gov. Code Section 54957): No action taken.
- B. Personnel Issue - Discipline / Dismissal (Gov. Code Section 54957): No action taken.
- C. Real Property discussion - Digital Path (Gov. Code Section 54956.8): Direction given to General Manager.
- D. Contract Negotiations LSPOA (Gov. Code Section 54956.9(b)): Direction given to General Manager for modifications to draft contract.

Motion by Dir. Roths second by Dir. Cupp to adjourn Closed Session at 5:10 p.m.

Ayes: Directors Cupp, Moller, Roths and Wetter

Noes: None

Absent: Director Pavlic

REGULAR MEETING: called to order at 5:17 p.m.

PLEDGE OF ALLEGIANCE: Pres. Wetter led the Pledge of Allegiance.

PUBLIC COMMENTS: Walter Phillips (complained regarding sewer extension quote), Emory Hanlon (using website email list for a means of communications)

CONSENT CALENDAR: Item 2.F. removed from Consent Calendar.

2. A. Approval of Minutes: Regular Meeting January 19, 2011
- B. Ratification of Disbursements: January 1 to January 31, 2011
- C. Budget Comparison 2010/2011 YTD
- D. LAIF Quarterly Report
- E. Cost of Living Adjustment 2011
- F. Public Works uniforms - approve modification: Item removed from Consent. The Board and staff discussed proposal to modify uniforms.

Motion by Dir. Moller second by Dir. Roths to authorize the changing of uniforms for public works employees to include five pairs of blue jeans per year (employee to be responsible for laundering), one pair of work boots per year (up to \$150), and short sleeve shirts with collars and CSD identification. Estimated cost per year is \$2,650, per memo dated February 11, 2011.

Ayes: Directors Cupp, Moller, Roths and Wetter

Noes: None

Absent: Director Pavlic

G. Concrete tile roofing from the Administration Building - declare surplus and sell

Motion by Dir. Moller second by Dir. Roths to approve Consent Calendar, as amended.

Ayes: Directors Cupp, Moller, Roths and Wetter

Noes: None

Absent: Director Pavlic

DISCUSSION / ACTION ITEMS:

3. Fire Department monthly report (FC McWilliams): Assistant FC Paulus updated the Board on department activities.

4. Police Department monthly report (PC Alves): PC Alves updated the Board on department activities.
 - A. Proposed Calendar of Police Department Special Events / Kids Programs for 2011
 - B. Update of Police Department Special Events / Kids Programs: The Board and PC Alves discussed written report on expenses and revenue for the 2010 events and the importance of educational kids programs.

Motion by Dir. Roths second by Dir. Moller to approve the Police Department's 2011 Calendar for Special Events / Kids Programs, as presented.

Ayes: Directors Cupp, Moller, Roths and Wetter
Noes: None
Absent: Director Pavlic

5. Fire Department - update Fire Department and Fire Prevention Ordinances (recommend Board appoint committee to review) (GM McCarthy): GM McCarthy stated that the various Fire Department rules and regulations ordinances and resolutions have been reviewed and compiled by staff; drafts are ready for Board input. Dir. Moller and Pres. Wetter were appointed to a committee to review the ordinances so that final drafts can be brought back to the Board for consideration.
6. Committee report on Fire Department (Dir. Cupp/Dir. Pavlic): Dir. Cupp reported that she and Dir. Pavlic met with FC McWilliams and Assistant FC Paulus regarding Fire Department issues such as the need for a new fire engine, budget constraints (the current budget cannot carry a loan for a new fire engine) and fundraisers.
7. Preliminary FY 2011/12 Budget discussion (GM McCarthy): GM McCarthy gave an overview on each department's budget issues and preliminary 5-year budgets. The Budget Committee will be meeting to review details.
8. Wastewater Ponds - update (GM McCarthy): The Wastewater Ponds update was included in the preliminary budget review.
9. Sewer Pump Stations 100 and 116 repairs - update (GM McCarthy): The update for repairs to sewer pump stations 100 and 116 was included in the preliminary budget review.
10. Telephone System - update (GM McCarthy): The Board and staff discussed.

Motion by Dir. Moller second by Dir. Roths to authorize staff to proceed with the proposed changes to the phone system utilizing service of Utility Telephone and modifications to the existing equipment as needed; a 36-month agreement for a 16-channel PRI; agreement to include a service guarantee and a cancellation clause that if out of services for so many days, Utility Telephone will cover the cost to switch to another carrier.

Ayes: Directors Cupp, Moller, Roths and Wetter
Noes: None
Absent: Director Pavlic

11. Consideration of inserts in the LSCSD billing (GM McCarthy): The Board and staff discussed.

Motion by Dir. Moller second by Dir. Roths to allow the Lake Shastina Golf Resort to place an informational business flyer in two LSCSD billings (April and October billings only) at a fee of \$150 per insert, as a preliminary test for consideration of a future requests. Insert to be one page only and provided by the Golf Resort. District staff to determine a way to obtain constituents' feedback on receiving non-billing items with their bill.

Ayes: Directors Cupp, Moller, Roths and Wetter
Noes: None
Absent: Director Pavlic

12. Meeting with the Montague Water Conservation District (Pres. Wetter): Pres. Wetter reported that County Board of Supervisor Michael Kobseff will be hosting a dinner on March 25, 2011 at the Lake Shastina Golf Resort; Board members of the District, the Lake Shastina associations, the Golf Course and the Montague Water Conservation District will be invited. There will be approximately 65 attendees, if spouses are invited, and the cost of the dinner is \$20 per person. Pres. Wetter asked the Board to consider having the District cover the cost of the dinner.

Motion by Dir. Moller second by Dir. Roths to approve funding the March 25, 2011 dinner, hosted by Supervisor Kobseff; attendees will be Board members and spouses for the District, the Lake Shastina associations, the Golf Course and the Montague Water Conservation District (approximately 65 people at \$20 per person). District staff to assist with preparing and mailing invitations.

Ayes: Directors Cupp, Moller, Roths and Wetter

Noes: None

Absent: Director Pavlic

BOARD MEMBER COMMENTS: Dir. Roths (Spring Forward Dinner Dance March 19, 2011), Pres. Wetter (Siskiyou Water Foundation, stocking fish in Lake Shastina, petition to list upper Klamath Chinook Salmon)

ADJOURNMENT:

Motion by Dir. Cupp second by Dir. Roths to adjourn meeting at 7:01 p.m. to Regular Meeting on March 16, 2011 at 5:00 p.m. (Closed Session at 4:00 p.m.)

Ayes: Directors Cupp, Moller, Roths and Wetter

Noes: None

Absent: Director Pavlic

Approval Date: _____

Tom Wetter, President

ATTEST:

John McCarthy, District Secretary