



# **LAKE SHASTINA COMMUNITY SERVICES DISTRICT**

Regular Meeting  
 Wednesday, November 15, 2017, 1:00 p.m.  
 Administration Building  
 16320 Everhart Drive • Weed, California 96094 • (530) 938-3281

## **MINUTES**

CALL TO ORDER AND ROLL CALL: 1:00 p.m.

LSCSD Board Roll Call: Cupp ☒ Lewis ☒ MacIntosh ☒ Mitchell ☒ Thompson ☒

Also present: AGM/PC Wilson, PWS Moser, SAC Nelle, FC Pappas and District Counsel Margaret Long.  
 There were approximately 20 people in the audience.

PLEDGE OF ALLEGIANCE: Dir. Mitchell led the Pledge of Allegiance.

PUBLIC COMMENTS: Comments received.

CONSENT CALENDAR: (All items accepted/approved by the Board unless otherwise noted.)

1. A. Approval of Minutes: Regular Meeting September 20, 2017 and Special Meeting October 11, 2017
- B. Ratification of Disbursements: September 1 through September 30, 2017
- C. Budget Comparison / Variance Report: FY 2017/18
- D. Accounts Receivables Aging Analysis: FY 2017/18
- E. Approval of County required amendments to COPS Grant Budgets FY 2016/17 and FY 2017/18

**Motion by Dir. Mitchell second Dir. Thompson to approve Consent Calendar.**

**Ayes: Directors Cupp, Lewis, MacIntosh, Mitchell and Thompson**

**Noes: None**

**Absent: None**

## DEPARTMENT REPORTS

2. Fire Department Monthly Report: FC Pappas reported.
3. Police Department Monthly Report: PC Wilson reported.
4. Sewer Department Monthly Report: PWS Moser reported.
5. Water Department Monthly Report: PWS Moser reported.

## COMMITTEE REPORTS:

6. President to re-establish Policy Committee to be an ad-hoc committee (two Board Members only)

APPROVED COMMITTEE MINUTES / REPORTS / VERBAL UPDATES, if applicable:

- A. Budget / Finance Committee (FY 2017/18): Next meeting will be in January 2018.
- B. Fire Department Advisory Committee: A meeting will be scheduled.
- C. General Manager Recruitment Committee: Update given.
- D. Grant Oversight Committee: Committee has not met.
- E. Police Advisory Committee: Nothing to report.
- F. Policy Committee: Pres. Cupp appointed Dir. Lewis and Dir. Thompson to be the ad hoc Policy Committee.

## DISCUSSION / REPORTS: ACTION ITEMS:

7. Acceptance of Agreement for Representation from Prentice, Long & Epperson, PC: AGM Wilson reported.

**Motion by Dir. Thompson second Dir. MacIntosh to authorize the General Manager to enter into an Agreement for Representation with Prentice, Long & Epperson.**

**Ayes: Directors Cupp, Lewis, MacIntosh, Mitchell and Thompson**

**Noes: None**

**Absent: None**

8. Consideration of proposals regarding Supervisory Control and Data Acquisition (SCADA) System: AGM Wilson reported. The Board discussed.

**Motion by Dir. Mitchell second Dir. Thompson to authorize the General to accept the SCADA proposal from XIO and move forward with its implementation; District counsel to review contract.**

**Ayes: Directors Cupp, Lewis, MacIntosh, Mitchell and Thompson**

**Noes: None**

**Absent: None**

9. Consideration of authorization to sell surplus Fire Engine 3113: AGM Wilson reported. The Board discussed.

**Motion by Dir. Mitchell second Dir. MacIntosh to authorize the Fire Chief to sell Fire Engine 3113 through public auction, utilizing BidCal Auctions and place the proceeds from that auction into restricted funds LAIF account for future fire engine replacement.**

**Ayes: Directors Cupp, Lewis, MacIntosh, Mitchell and Thompson**  
**Noes: None**  
**Absent: None**

10. Consideration of authorization to sell surplus Fire Department Vehicle 3150: AGM Wilson reported. The Board discussed.

**Motion by Dir. MacIntosh second Dir. Lewis to authorize the Fire Chief to sell Vehicle 3150 to the City of Fort Jones and place the proceeds from sale into restricted funds LAIF account for future fire engine replacement; sale price of \$5,000.**

**Ayes: Directors Cupp, Lewis, MacIntosh, Mitchell and Thompson**  
**Noes: None**  
**Absent: None**

11. Consideration of authorization to separate LSCSD and LSPOA property: AGM Wilson reported. The Board discussed.

**Motion by Dir. Thompson second Dir. Lewis to authorize the General Manager to release liability and transfer title of equipment Item Number 23 to the LSPOA in exchange for Items Number 70, 80, 94 and 132.**

**Ayes: Directors Cupp, Lewis, MacIntosh, Mitchell and Thompson**  
**Noes: None**  
**Absent: None**

12. Approval of 5% out-of-class pay for Police Chief: SAC Nelle reported.

**Motion by Dir. Mitchell second Dir. Cupp to approve the temporary out-of-class assignment at a 5% increase of the current salary for Police Chief Michael Wilson; effective as of August 24, 2017 (General Fund will be charged for hours worked at the rate of \$37.86 per hour plus other employer costs).**

**Ayes: Directors Cupp, Lewis, MacIntosh, Mitchell and Thompson**  
**Noes: None**  
**Absent: None**

13. Consideration of Resolution 11-17 regarding dog license fees: AGM Wilson reported. The Board discussed.

**Motion by Dir. Lewis second Dir. Mitchell to adopt Resolution 11-17 reducing dog license fees.**

**Ayes: Directors Cupp, Lewis, MacIntosh, Mitchell and Thompson**  
**Noes: None**  
**Absent: None**

14. Consideration of salary survey for Police Clerk/Community Services Officer position: AGM Wilson reported. Pres. Cupp gave direction to staff to complete a salary survey for the Police Clerk / CSO position and bring the results of that survey back to the Board for consideration of wage adjustments.

15. Consideration of Resolution 12-17 regarding Acting General Manager's position: Counsel Long reported.

**Motion by Dir. Mitchell second Dir. Lewis to adopt Resolution 12-17 regarding Michael Wilson's Acting General Manager position.**

**Ayes: Directors Cupp, Lewis, MacIntosh, Mitchell and Thompson**  
**Noes: None**  
**Absent: None**

16. Direction to staff regarding Annual Christmas Tree Lighting Event: Board discussion. AGM Wilson will oversee event. Lorene Miller, Karla Chandler and Pres. Cupp volunteered to help with event. Direction to staff to advertise on green boards, website, radio, newspaper and Next Door.

STAFF COMMENTS: Comments received.

BOARD MEMBER COMMENTS: Comments received.

ADJOURNMENT: With no objections by the Board, Pres. Cupp adjourned the meeting at 3:57 p.m.

The next LSCSD Regular Board Meeting on Wednesday, December 20, 2017, 1:00 p.m. at the Administration Building.

Approval Date: \_\_\_\_\_

\_\_\_\_\_  
 Carol Cupp, President

ATTEST:

\_\_\_\_\_  
 Mike Wilson, Secretary