

LAKESIDE FIRE PROTECTION DISTRICT

MEETING OF THE GOVERNING BOARD

Minutes

August 22, 2017

1. CALL TO ORDER AND QUORUM

Directors Present:

Director Peter Liebig

Director Mark Baker

Director Mike Haworth

Director Bob Robeson

Also present:

Fire Chief Don Butz

District General Counsel Steve Bohemer

Acting Clerk of the Board Janise Martinez

Public- Pat Bisby- East County Gazette

The meeting was called to order by Director Robeson at 5:31 P.M. with Director James Bingham absent from the meeting.

2. PLEDGE OF ALLEGIANCE AND INVOCATION

Director Baker led the Pledge of Allegiance. No invocation was given at this meeting.

3. CONFIRMATION OF AGENDA

Motion was made by Director Haworth, seconded by Director Baker to approve the agenda as presented. Motion passed unanimously.

4. CONSENT CALENDAR

A. Approval of the minutes – July 25, 2017 Special Board Meeting.

B. Approval of the minutes – July 25, 2017 Regular Board Meeting.

C. List of Demands-July 2017

i. Accounts Payable check 19453 thru 19453: \$ 1,772,632.00

ii. Payroll for July 7 and 21, 2017: \$ 513,503.00

iii. Workers Comp. checks 8625-8670: \$ 24,047.00

Total demands for July 2017: \$ 2,310,182.00

Motion was made by Director Baker, seconded by Director Haworth to approve the consent calendar. Motion passed unanimously.

5. FINANCE

None at this time.

6. CORRESPONDENCE

A. Thank you card from Donald and Aurora Jimerson.

Director Robeson acknowledged the letter and thanked the crews for a job well done.

7. ORAL COMMUNICATION

- A. Special Presentation- Chris Brainard from the San Miguel FPD was present and thanked the Lakeside FPD for their help establishing San Miguel FPD. Chief Butz received a plaque on behalf of the Lakeside District.

8. UNFINISHED BUSINESS:

- A. Fire Station 1 Relocation. Discussion/Action (Board)
Consultant G. Tockstein shared that the project is on a 14 week schedule and the project is scheduled to be completed on Dec. 1
- B. CSA-115 update. Discussion(Chief/Board)
No updates at this time.

9. NEW BUSINESS:

- A. Fire Mitigation Fee- Fire Year Plan. Discussion/Action(Board)
Admin. Services Manager Robert Schiwitz explained that this is a routine item due to the County every August.

Motion was made by Director Liebig, seconded by Director Haworth to adopt resolution 17-010 to approve Staff Recommendation adopting a five-year plan for the use of Mitigation Fee Revenue, and authorize the submission of the Fire Mitigation Fee Annual Report as required by the Fire Mitigation Fee Program Motion passed unanimously.

- B. Employment Agreements- Division Chiefs Hisaw, Lawler, and Molloy
Discussion/Action(Board)
District General Counsel reported that the Board met and discussed the Division Chiefs contracts and read the amendments to the contracts.

Motion was made by Director Baker, seconded by Director Haworth to adopt resolution 17-011 as recommended by staff to approve all 3 Division Chiefs employment agreements with District General Council's amendments as stated in the record. Motion passed unanimously.

- C. Resolution #17- 012 Adopting Salary Schedule. Discussion/Action(Board)
Admin. Services Manager provided the updated salary schedule and explained that updated on the Admin Salary schedule was that the Admin Analyst position has been eliminated and a Finance Officer has been added. He explained that the position does not alter the current budget and the salary schedule also reflects the Division Chiefs new rates.

Motion was made by Director Liebig seconded by Director Baker to adopt resolution 17-012 and authorize the Amendment of the District Budget to fund the new classification of Finance Officer from funds already allocated for the Administrative Analyst and Administrative Services Manager classifications. Motion passed unanimously.

- D. California Special District Association (CSDA) – Membership
Discussion/Action(Board)

President Robeson explained the benefits of joining and how it would benefit the District to join the association.

Motion was made by Director Baker, seconded by Director Liebig to join the California Special District Association on a one year trial basis and get board approval before renewing for the next year. Motion passed unanimously.

10. REPORTS:

A. Directors Report:

Haworth- Attended a HTFA meeting on July 27 and they met in closed session. Their next meeting will be in 3 months.

Robeson- Presented a plaque from the San Diego Local Agency Formation Commission to the District.

B. Chief Report:

Chief Butz congratulated Chief Hisaw on getting his degree and applying for his State Chief Officer certification.

C. Staff Report:

Hisaw- Reported that the District's Firefighter responded to a vegetation fire around noon on August 22. Investigation is being conducted by Calfire.

D. Comments and Information from District Counsel:

District Council reported that the Board did meet and discussed items 2A through 2B. Direction was given to the Fire Chief.

E. Firefighters Association:

Reported that the District's Open house will be on Saturday September 30 and will be held at Station 2.

11. FUTURE DISCUSSION ITEMS

No items to discuss.

12. CLOSED SESSION:

A. PUBLIC EMPLOYEE EVALUATION – Government Code Section 54957
Title: Fire Chief.

B. EMPLOYEE CONTRACT NEGOTIATIONS - Government Code Section 54957.6. Affected Bargaining Units:

- Lakeside Firefighters Association (District Negotiator(s) J. Bingham, B. Robeson, Directors).
- Chief Officers (District Negotiator(s) J. Bingham, M. Haworth, Directors).
- General Services Employees (District Negotiator(s) M. Haworth, B. Robeson, Directors)
- Administrative Services Manager (District Negotiator(s) M. Baker, P. Liebig, Directors).
- Fire Chief (District Negotiator(s) J. Bingham, B. Robeson, Directors).

- The above matters described on the agenda may be held in closed session in a conference with counsel under the provisions of Government Code Section stated above. If closed sessions are held, a report of actions subject to disclosure will be made by the District's Counsel upon return to open session respectively.

The Board adjourned the meeting at 6:05 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Janise Martinez", written over a horizontal line.

Acting Clerk of the Board, Janise Martinez