

# LAKE COUNTY FIRE PROTECTION DISTRICT

14815 OLYMPIC DRIVE, CLEARLAKE, CALIFORNIA 95422  
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## Board of Directors Regular Meeting

December 18, 2019  
14815 Olympic Drive  
Clearlake, CA 95422  
1600 Hours

Chairperson Watson called the meeting to order at 1600 hours.

Directors present: Director Dean, Director Fults, Director Meisenbach, and Director Moore.

Employees present: Chief Sapeta, Financial Analyst Rivas, Finance Assistant Nutting, Engineer Pindell, Engineer Thoman, and Firefighter Swan.

Others present: None.

### **Pledge of Allegiance**

### **A moment of silence for our brother and sister fallen firefighters**

### **Special Agenda Items:**

- Citizen's input – None

### **Consent Items:**

- Chairperson Watson made a motion to approve the minutes from the November 20, 2019 regular meeting. Director Moore seconded the motion.  
Motion passed.  
Ayes: 5  
Noes: 0  
Absent: 2
- Chairperson Watson made a motion to approve the warrant register and pay the bills for November 2019. Director Moore seconded the motion.  
Motion passed.  
Ayes: 5  
Noes: 0  
Absent: 2

### **Chief's Report:**

- Chief Sapeta reported that there are no volunteers present to provide an update.
- Chief Sapeta reported that Battalion Chief Diener's last shift day was 12/09/2019 followed by a breakfast on 12/10/2019 with fellow shift members.
- Chief Sapeta reported on recent calls for hazardous materials on Hwy 53 and trees and wires down within the LCFPD.

- Chief Sapeta reported that the LCFCA is moving forward with a Homeland Security grant and various EMS issues.
- Chief Sapeta reported that the illegal gate has been rectified and a water tank is being installed at the cannabis site on Ogulin Canyon Rd.
- Chief Sapeta reported on a meeting between LCFPD, City of Clearlake, and PG&E regarding a fire started by reenergizing areas of Clearlake early.
- Chief Sapeta reported that the contract with Vertical Bridge for the cell tower is still being reviewed. Chairperson Watson would like a report on the health effects of cell towers.
- Chief Sapeta reported that LCFPD received \$12,000 from the Wine Alliance benefit award on 12/10/2019. These funds could be used to help fund a generator for Station 65.
- Chief Sapeta reported that he continues to work with various local agencies for the revision of the Tactical Interoperable Communications Plan (TCIP).
- Chief Sapeta reported that Santa was delivered to the Lower Lake Museum on Friday 12/06/2019.
- Chief Sapeta reported that there will be a meeting with Sierra-Sac Valley for ambulance mutual aid with regard to the EMS issues in Colusa-Mendo-Lake counties.

**Volunteer Association Input and Comments:**

- None

**Employee Input and Comments:**

- Financial Analyst Rivas read a letter from Battalion Chief Diener in full. The letter received a standing ovation from all present.

**Communications:**

- Chairperson Watson read a letter of resignation from Paramedic Trudell in full. The letter was regretfully accepted by the Board of Directors.
- Chairperson Watson summarized a letter from Smith & Newell to those charged with governance at the conclusion of the audit. The letter states that everything looks good.

**AD HOC Committee Reports:**

- Station 70 CIP – None
- Station 65 Remodel – None
- District Reorganization – None
- 2019/2020 MOU Negotiations – Chairperson Watson reported that there is a meeting scheduled for 12/30 with the Union.
- Lexipol Policy Manual – Chairperson Watson reported that this is on the agenda for tonight.
- ECC Dispatch – Chairperson Watson reported that this is still being reviewed and worked on.

- 2019/2020 Fleet Replacement – Director Meisenbach reported that the committee met with Engineer Shields. The committee will meet with Chief Sapeta and Financial Analyst Rivas regarding funding options.

**Regular Agenda Items:**

- Chairperson Watson made a motion to adopt Resolution 19-1201 Making Findings and Determinations Pertaining to the Application for Industrial Disability Retirement for Francis George Murch. Director Meisenbach seconded the motion.  
Motion passed by roll call vote.  
Ayes: Dean, Fults, Meisenbach, Moore, Watson  
Noes: None  
Absent: Snyder, Spriet
- Chairperson Watson made a motion to approve the Fire Investigation Services Agreement Between Lake County Fire Protection District and Kelseyville Fire Protection District and authorize the Fire Chief to sign. Director Moore seconded the motion.  
Motion passed.  
Ayes: 5  
Noes: 0  
Absent: 2
- Chairperson Watson made a motion to adopt the Lexipol Lake County Fire Protection District Policy Manual, except for Policy 1014 Personnel Complaints and Discipline, Policy 1020 Grievance Procedure and Policy 1048 Disciplinary Actions. Director Fults seconded the motion.  
Motion passed.  
Ayes: 5  
Noes: 0  
Absent: 2
- Ordinance No. 2019-1201 Adopting the Lake County Fire Protection District Master Fee Schedule was read in title only.
- Ordinance No. 2019-1202 Adopting the 2019 California Fire Code was read in title only. Chairperson Watson reported that Exhibit A should be restructured in numerical order. Chief Sapeta clarified that the LCFPD Board of Directors is the Board of Appeals.
- Chairperson Watson made a motion to create the position of Fire Apparatus Engineer/Fire Marshal and authorize the Fire Chief to begin recruitment. Director Fults seconded the motion.  
Motion passed.  
Ayes: 5  
Noes: 0  
Absent: 2
- Chairperson Watson made a motion to create the position of Fire Captain/EMS Liaison and authorize the Fire Chief to begin recruitment. Director Moore seconded the motion.  
Motion passed.  
Ayes: 5  
Noes: 0  
Absent: 2
- Chairperson Watson motioned to approve the 2020 LCFPD Board of Directors Meeting Calendar and designate March and August meetings to be held at Lower Lake Community Center at 1730 hours. Director Meisenbach seconded the motion.  
Motion passed.  
Ayes: 5  
Noes: 0  
Absent: 2

- Chairperson Watson made a motion to keep the Board of Directors Chairperson and Vice-Chairperson the same for 2020. Director Moore seconded the motion.  
Motion passed.  
Ayes: 5  
Noes: 0  
Absent: 2

**Old Business:**

- None

**New Business:**

- None

**Closed Session:**

- The Board convened into closed session at 1645 hours.
- The Board reconvened from closed session at 1708 hours.
- As per Government Code Sec. 54957, the Board of Directors met in closed session for Public Employee Release. The Board took no action and directed staff to prepare a resolution for next month's meeting.
- As per Government Code Sec. 54957, the Board of Directors met in closed session for the Public Employee Performance Evaluation. Title: Fire Chief. The Board of Directors will finish the evaluation in closed session during next month's meeting.

**Good of the Order:**

- Chairperson Watson congratulated Battalion Chief Diener.
- Chairperson Watson shared that the Board should recognize Volunteer Association at the awards dinner. To accomplish this, planning must start now and must not use public funds.

**Adjournment:**

- The regular meeting of the Board of Directors adjourned at 1710 hours.

**Attest:**

  
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Miasha Rivas, Clerk of the Board