

# LAKE COUNTY FIRE PROTECTION DISTRICT

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## Board of Directors Regular Meeting

May 27, 2020  
14815 Olympic Drive  
Clearlake, CA 95422  
1600 Hours

Chairperson Watson called the meeting to order at 1600 hours.

Directors present: Director Dean, Director Fults (arrived at 1603), Director Meisenbach, Director Moore, and Director Snyder.

Employees present: Chief Sapeta, Financial Analyst Rivas (via GoToMeeting), Finance Assistant Nutting, and Fire Marshal Smith (arrived at 1612).

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:**

- Director Snyder made a motion to approve the minutes from the April 22, 2020 regular meeting. Director Dean seconded the motion.  
Motion passed.  
Ayes: 6  
Noes: 0  
Absent: 1
- Director Moore made a motion to approve the warrant register and pay the bills for April 2020. Director Meisenbach seconded the motion.  
Motion passed.  
Ayes: 6  
Noes: 0  
Absent: 1

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

- Chief Sapeta provided an update on COVID-19. Chief Sapeta reported that there are 19 cases in Lake County with 9 in isolation. The District has been instrumental in field testing in hopes that some sort of normalcy will return sooner rather than later. During field testing, the District fosters a safe environment by wearing all necessary PPE.

Chief Sapeta reported that the District recently had a near miss. An employee experienced a short event of flu-like symptoms. The employee was isolated overnight at the Skylark in Lakeport, through project Room Key, and a field test was conducted with negative results.

Chief Sapeta reported that the anti-body testing is not FDA approved and costs about \$65.00. The plan is to hold off until this form of testing is FDA approved.

Chief Sapeta reported that new medical devices were implemented for nebulized treatments. These devices cost nearly 3 times as much, but may become permanent throughout the flu season as they provide more security to employees.

- Chief Sapeta reported that state and federal funds may become available to local, state, and federal agencies for COVID-19 financial assistance. The District has not really had to purchase PPE outside of what has been provided through the mutual aid system of the MHOAC. All districts county wide have been supplied through this program.
- Chief Sapeta reported that the LCFCA tabled the Goat Mountain project until June 2<sup>nd</sup>. If this is approved on June 2<sup>nd</sup>, a self-contained repeater site will be purchased. The LCFCA has FY2019/20 funds available to purchase 1 or 2 repeaters as an alternate redundant communications system.
- Chief Sapeta reported that a significant number of PSPS events may occur this year. However, several microgrids have been established to maintain critical infrastructure, e.g. Sutter and the jail on Hill Rd. A microgrid that would cover Adventist Health hospital and parts of Clearlake are still open for discussion. Additional weather stations and cameras have been installed throughout the county to monitor red flag events.
- Chief Sapeta reported that Cory Smith was hired on 5/11/2020 as the new Engineer/Fire Marshal. Fire Marshal Smith will be working at Sta 65 until he is caught up with plan reviews. Once he is caught up, he will transition to Sta 70 and the Fire Captain/EMS Liaison will work from Sta 65.

Fire Marshal Smith thanked the Board and Chief Sapeta for giving him the opportunity to be in the Fire Marshal position.

- Chief Sapeta reported that the Vertical Bridge contract will be placed on the agenda for the Board meeting in June.
- Chief Sapeta reported that the Sta 65 generators have been installed and are operational. The sleeping quarters are about done with the exception of an update to the electrical system.
- Chief Sapeta reported that fire season is here and the District has experienced a couple of significant wild fires. The concern of the Fire Rescue Coordinator is the coordination of extended fire base camps while remaining COVID compliant. Chief Sapeta reported that if DRISK resources are sent to Lake County, that they can be housed at Twin Pine Casino. The District can request DRISK resources from within Lake County for a period of 24 to 48 hours and that the District would control those resources.
- Chief Sapeta reported that Fire Marshal Smith will be working with KUSD officials on the KUSD fire alarm system. A lot of new information has been received regarding the alarm system.
- Chief Sapeta reported that the KUSD meals program has been hit or miss recently. Some weeks the meals are handed out very quickly and other weeks there is a surplus of meals. When there is a surplus of meals, they are redistributed to the senior center.
- Chief Sapeta reported that the Kelseyville Fire and Cal-Fire ECC contract renewal for dispatch services will be provided next month.

#### **Volunteer Association Input and Comments:**

- None

#### **Employee Input and Comments:**

- None

**Chaplain's Report:**

- None

**Communications:**

- None

**AD HOC Committee Reports:**

- Station 70 CIP – Chief Sapeta reported that the last step is to paint the app bay.
- Station 65 Remodel – Chief Sapeta reported that the bedrooms look pretty nice and the electrical is the last thing needing to be done.
- 2019/2020 MOU Negotiations – Chairperson Watson reported that negotiations are complete and will be discussed later in the agenda.
- Lexipol Policy Manual – Chief Sapeta reported that an extension has been provided and employees are still reviewing the manual.
- ECC Dispatch – Director Snyder reported that there has been no communication.
- 2019/2020 Fleet Replacement – Director Meisenbach reported that there has been no word on the new water tender or grant information. Chief Sapeta reported that the AFG information may not be released until October or November.
- 2020/2021 Budget – Chairperson Watson reported that the committee met and generally agreed with the recommended budget. It will be discussed later in the agenda.

**Regular Agenda Items:**

- Director Snyder made a motion to adopt Resolution 20-0501 to Appropriate Reserves/Designations for the Purchase of 2 Lucas Chest Compression Systems in the amount of \$40,508. Director Moore seconded the motion.  
Motion passed by roll call vote.  
Ayes: Dean, Fults, Meisenbach, Moore, Snyder, Watson  
Noes: None  
Absent: Spriet  
Abstain: None
- Chairperson Watson made a motion to adopt Resolution 20-0502 Establishing the 2020-2021 Appropriations Limit of \$2,392,783. Director Dean seconded the motion.  
Motion passed by roll call vote.  
Ayes: Dean, Fults, Meisenbach, Moore, Snyder, Watson  
Noes: None  
Absent: Spriet  
Abstain: None
- Chairperson Watson made a motion to adopt Resolution 20-0503 Adopting Memorandum of Understanding By and Between the Lake County Fire Safety Employees, Local 4115 International Association of Firefighters, and the Lake County Fire Protection District for July 1, 2019 Through June 30, 2022. Director Snyder seconded the motion.  
Motion passed by roll call vote.  
Ayes: Dean, Fults, Meisenbach, Moore, Snyder, Watson  
Noes: None  
Absent: Spriet  
Abstain: None

- Chairperson Watson made a motion to adopt Resolution 20-0504 Appropriating Unanticipated Revenues and Increase Reserves in the amount of \$60,000. Director Fults seconded the motion. Motion passed by roll call vote.  
Ayes: Dean, Fults, Meisenbach, Moore, Snyder, Watson  
Noes: None  
Absent: Spriet  
Abstain: None
- Chairperson Watson made a motion to adopt Resolution 20-0505 Canceling Reserves for the Purchase of a Reserve Ambulance in the amount of \$65,000. Director Snyder seconded the motion.

Director Dean reported that the resolution is for the amount of \$60,000 and the agenda is for the amount of \$65,000. Financial Analyst Rivas reported that the Brown Act is not violated because the agenda has a higher amount than what is reflected on the resolution.

Motion passed by roll call vote.

Ayes: Dean, Fults, Meisenbach, Moore, Snyder, Watson  
Noes: None  
Absent: Spriet  
Abstain: None

- Chairperson Watson made a motion to adopt Resolution 20-0506 Requesting the Consolidation of the Election to be Held November 3, 2020. Director Moore seconded the motion. Motion passed by roll call vote.  
Ayes: Dean, Fults, Meisenbach, Moore, Snyder, Watson  
Noes: None  
Absent: Spriet  
Abstain: None

- Director Snyder made a motion to adopt the 2020/2021 Recommended Budget. Director Moore seconded the motion.

Director Snyder reported that discussion should be had regarding the purchase of a new Chief's vehicle.

Chairperson Watson reported that other agencies use a leasing option that results in a new vehicle every few years.

Chief Sapeta reported that the price provided in the budget included the state bid for Ford, which is just over \$26,000. Although the mileage on the current Chief's vehicle is just above 100,000 miles, the idle time is close to 6,000 hours. Chief Sapeta provided a brief update on the maintenance conducted on the vehicle. The cost of \$50,000 covered the new vehicle, any equipment that cannot be reutilized from the current vehicle, and the paint job.

Director Moore reported that this item should be left in the budget for now.

Financial Analyst Rivas reported that capital assets cannot be purchased until after the final budget has been approved at the end of August.

Chairperson Watson reported that research should be conducted to determine if there is a more feasible option.

Motion passed by roll call vote.

Ayes: 6  
Noes: 0  
Absent: 1

#### **Old Business:**

- None

**New Business:**

- None

**Good of the Order:**

- Chairperson Watson read a proclamation from the City of Clearlake designating May 04, 2020 as Firefighter Appreciation Day.
- Chairperson Watson thanked all the committees for working hard to get things done.

**Adjournment:**

- The regular meeting of the Board of Directors adjourned at 1641 hours.

**Attest:**



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Richard Nutting, Assistant Clerk of the Board