

# LAKE COUNTY FIRE PROTECTION DISTRICT

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## Board of Directors Regular Meeting

July 22, 2020

Located at the LCFPD Volunteer Association Building  
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, Director Moore, Director Snyder, and Director Spriet.

Employees present: Chief Sapeta, Financial Analyst Rivas (via GoToMeeting), Finance Assistant Nutting, Fire Marshal Smith, Engineer Pindell, Engineer Shields and Firefighter Swan.

Others present: Russell Cremer (via GoToMeeting), Tiffany Carrari (via GoToMeeting), Chris Jennings (via GoToMeeting).

### **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 June 24, 2020 regular meeting. Director Snyder seconded the motion.  
Motion passed.  
Ayes: 7  
Noes: 0  
Absent: 0
- Chairperson Watson made a motion to approve the warrant register and pay the bills for June 2020. Director Fults seconded the motion.  
Motion passed.  
Ayes: 7  
Noes: 0  
Absent: 0

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

- Chief Sapeta provided an update on recent calls, which included the fire on Dam Rd, where 1 residence and 1 outbuilding were lost in the 3.3-acre fire. The goal of the Lake County Chiefs, CalFire and OES Fire Rescue is to keep fires under 10 acres.

- Chief Sapeta provided an update on COVID-19. There have been approximately 200 positive field tests administered to date. The District was able to test 16 other personnel from another state agency. These 16 fire personnel received negative test results and were cleared to go back to work. Chief Sapeta reported that many groups within the county have been working together to determine how the county is going to reopen. Project Room Key is now closed and the County is now paying for the rooms on an as needed basis. Tests from Lake County are being sent to UC Davis and seeing a 24-48hr turn-around time.
- Chief Sapeta reported that the ambulance permit is nearly completed, with the exception of the payment. The LCFCA has been working on being recognized as a single entity on the EMS side of the fire-based EMS systems for the past 7-10 years.
- Chief Sapeta reported that there have been several PG&E stakeholder meetings regarding PSPS events. There were 6 locations identified for PG&E Community Resource Centers (CRCs) within the District, but only 1 or 2 locations have pavement for their portable equipment. To maintain social distancing, it may be better to open more centers with fewer people. Chief Sapeta reported that there were a couple of potential red flags during which a PSPS was not activated. Microgrids are still in the works to ensure critical infrastructure remains open during PSPS events within the District.
- Chief Sapeta reported that the Disaster Counsel met on 7/16. A big part of the meeting was COVID and how it will affect future planning.
- Chief Sapeta reported that the cell tower update has been tabled until next month.
- Chief Sapeta reported that COVID has caused some delays in moving forward with the alarm system. The school systems in the county have a 4-phase process for returning to school. Phase 1 is all distance learning. Phase 2 is a combination of distance learning and in person instruction with a limited number of students per classroom. Phase 3 is more interaction a couple days per week at school. Phase 4 will be considered pre-COVID. Daycare may become an issue as the school year progresses for District employees.

#### **Fire Marshal's Report:**

- Fire Marshal Smith reported that Orchard Park Retirement Center remains on fire watch for 2 bedrooms until the smoke detectors have been replaced.
- Fire Marshal Smith reported that 4 new businesses have submitted plans for operation within the District. A cabinet shop in Lower Lake, a restaurant that is currently updating the fire sprinkler system in the old Burger King building, the Hope Center, and the Lake County Tribal Health Clinic.
- Fire Marshal Smith reported that 4 residential fire sprinkler plans have been received so far. More residential fire sprinkler plans are expected to trickle in.
- Fire Marshal Smith reported that a new tablet has been ordered for the LE100 program. Community volunteer Kim will be shown how to use the tablet for the LE100 program during vegetation abatement inspections. The program is to build an analysis based on homes that are not compliant with vegetation abatement and may help with applying for grants in the future.
- Fire Marshal Smith reported that he received a complaint about a hoop house in the Twin Lakes subdivision. During an investigation of a hoop house, 5 hoop houses were found. Of the 5 hoop houses, 4 did not have a permit. The County Code Enforcement is currently working on how to mitigate the 4 nonpermitted hoop houses. A hoop house is similar to that of a greenhouse. Any structure 200sqft or larger must have a permit from the County, if the structure is within the County jurisdiction.
- Fire Marshal Smith reported that the buildings of the Industrial Plaza on Olympic Dr are being purchased by a new owner. While the fire sprinkler system is being installed, a fire hydrant will also be installed behind the plaza. This new hydrant will allow traffic to continue on Olympic, instead of being stopped due to a fire hose running across the road during a fire.

### **Chaplain's Report:**

- Nothing to report.

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

- Engineer Shields reported that the Association is currently in negotiations with the District in regards to funding. The next Association meeting is currently scheduled for the beginning of August.
- Director Spriet reported that the outside of the Association building looks fantastic.
- Chairperson Watson reported that the Association should report back to the Board next month with any progress or issues.
- Engineer Shields reported that the Association will be donating \$500 to the Danny Copas GoFundMe account. Danny Copas, with 30+ years as a firefighter, was a Fire Captain with Lakeport Fire Protection District whose family is currently experiencing medical challenges.

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

- Firefighter Swan reported that the Union will be donating \$500 to the Danny Copas GoFundMe account, upon approval at the next meeting.
- Engineer Shields reported that the District may have a buyer for the ladder truck in Kentucky. Engineer Shields reported that a pump failure was experienced on E-6521 during the fire on Dam Rd. Engineer Shields reported that he has not heard anything regarding the Assistance to Firefighters Grant (AFG).

### **Communications:**

- Chairperson Watson reported that the communication from Smith & Newell to those charged with governance during planning for the 2019/2020 external audit was reviewed.
- Chairperson Watson reported that the communication regarding the engagement letter for the FY 2019/2020 external audit was reviewed.

### **AD HOC Committee Reports:**

- 2020/2021 Budget – Financial Analyst Rivas reported that the Board did vote to pass the recommended budget in May. The adopted budget will need to be adopted by the end of August. The County Treasurer's office has not posted the 3<sup>rd</sup> Qtr interest and the County Auditor's office has not posted June's transactions. The taxes may be posted by the Auditor's office this week, but there has been no word on when the direct charges or interest will be posted.

### **Regular Agenda Items:**

- None

### **Old Business:**

- Chief Sapeta provided an update on the lease option of a new Chief's vehicle. The other utility vehicles the District owns have already been assigned a specific use or are earmarked for future use. Of the Dodge pickups, 1 has been issued to the Fire Marshal and the other will be issued to the new EMS Liaison/Fire Captain. The Chevy Tahoe is used for educational needs and travel and the Ford pickup is used to pick up parts. Upon acquisition of a new Chief's vehicle, the current C-700 Dodge would be added to the surplus list due to the number of miles.

Financial Analyst Rivas reported that what is provided is a lease example. The cost savings comes from when the vehicle is returned at the end of the lease. For example, a new Ford pickup is about \$40,000. Enterprise anticipates at the end of 5yrs the truck will have a book value of \$10,000. If the

vehicle sells for \$15,000, then \$5,000 becomes a savings for the next vehicle. Minor vehicle damage would not be counted against the District. Enterprise estimates approximately 15,000 miles per year to be budgeted for the vehicle. The District is still responsible for the maintenance of the vehicle. Enterprise is aware that the vehicle will undergo outfitting to be an emergency vehicle and will provide a list of vendors they regularly use.

Chairperson Watson reported that the lease option may in fact be cheaper than the value in the recommended budget.

Director Fults reported that local companies should also be reviewed for leasing options before taking the business outside of the county.

#### **New Business:**

- Director Dean abstained from the conversation regarding the Highlands Community Center.

Russell Cremer reported that the structure is designed to be an emergency evacuation shelter for the community and will house a bathroom unit. This structure is for the benefit of the community and fire department in the event of an emergency. The project was built by volunteers and donations from the community and would like to see the mitigation fees waived.

Chairperson Watson made a motion to waive the fee of \$900. Director Meisenbach seconded the motion.

Director Snyder reported that the District may not have the legal authority to waive the fees.

Financial Analyst Rivas reported that mitigation fees are set by the County Board of Supervisors. The District may not have the right to waive the fee, but the Board can make their decision.

Chairperson Watson tabled the decision until August pending research whether the District has the legal ability to waive the mitigation fees.

- Tiffany Carrari, Esq is from the Law Offices of Omar Figueroa and represents Chris Jennings regarding his business located at 16520 Dam Rd. Tiffany Carrari reported that they are interested in obtaining a temporary operating permit until a water tank replacement can be purchased. Extensions have been granted to other people in similar situations. Tiffany Carrari reported that the temporary business license request is for distribution only and no extraction would be permitted by the temporary license. This business is viewed as a benefit to the community as a source of tax revenue. All plans have been approved, with the exception of the water tank plans.

Chairperson Watson reported that a reply from the Law Offices of Omar Figueroa was received the day before the Board meeting. Unfortunately, this reply was not received in time to be posted for this Board meeting.

Chairperson Watson made a motion to table the discussion until the next month so that all Directors can review all the materials and documents. Director Snyder seconded the motion.

Motion passed.

Ayes: 7

Noes: 0

Absent: 0

#### **Good of the Order:**

- Chairperson Watson presented a proclamation of service of 25 years for Fire Captain Trask. Engineer Pindell accepted the plaque on behalf of Captain Trask.
- Chairperson Watson requested that an upgraded microphone be researched for the Board meetings.
- Chairperson Watson thanked the employees for their hard work and to stay hydrated.

- Chairperson Watson reported that the Brick Hall may not be the best location for next month's meeting. Chief Sapeta reported that other locations will be researched for the August Board meeting.

**Adjournment:**

- The regular meeting of the Board of Directors adjourned at 1704 hours.

**Attest:**

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Miasha Rivas, Clerk of the Board