

# LAKE COUNTY FIRE PROTECTION DISTRICT

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

June 24, 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 (via GoToMeeting), and Director Spriet.

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

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 May 27, 2020 regular meeting. Director Moore 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 May 2020. Director Fults seconded the motion.  
Motion passed.  
Ayes: 7  
Noes: 0  
Absent: 0

### Chief's Report:

- Chief Sapeta provided an update on COVID-19. Chief Sapeta reported that there are 41 cases in Lake County with approximately 4,000 tests administered. The District is responsible for administering nearly 400 of those tests. The call volume is starting to increase, partially due to the community relaxing about the COVID-19 pandemic.

Chief Sapeta reported that anyone can go to the Lake County Public Health website and register to receive COVID-19 testing at any of the Lake County drive through test sites.

- Chief Sapeta reported that LCFCA placed a \$117,000 purchase for a transmitter for the Goat Mountain repeater site.
- Chief Sapeta reported that there are a lot of talks with PG&E for microgrids during the PSPS events. However, these microgrids may be shut down if significant high winds are expected. With 5 microgrid substations, it is expected that critical infrastructure will experience fewer power outages during the PSPS events.
- Chief Sapeta reported that Fire Marshal Smith met with Kim Illia and Kevin Pauls, volunteers who have been conducting vegetation abatement inspections. Fire Marshal Smith will be coordinating with the volunteers to conduct the weekly inspections and will receive training on the use of a tablet in conjunction with vegetation abatement inspections next week. The vegetation abatement program will be moving to a database to be accessed by tablets.
- Chief Sapeta reported that the LCFCA is waiting for the Lake County Board of Supervisors to finish a letter to encourage Colusa County to address their EMS issues. It has been causing collateral damage to Lake County as calls are responded to outside of Lake County.
- Chief Sapeta reported that after shifting from Sacramento to Eureka National Weather Service office the number of red flags within the District has reduced. This ultimately means that the District is not eligible for DRISK resources. Dialogue has been opened to determine if local weather stations used by PG&E that identify red flag conditions will be considered for DRISK resource eligibility.
- Chief Sapeta reported that the school systems across the nation are experiencing significant financial cuts. KUSD recently rejected a bid for the alarm system revision due to some possible conflict of interest. Chief Sapeta and Fire Marshal Smith will meet with Becky to review the scope of work to ensure all processes are completed ethically, correct, and under current standards of public funds.
- Chief Sapeta reported that there was a near miss with a fire on Dam Rd. It was small in nature, but grew rapidly to 3.5 acres and included an evacuation of approximately 500 people. It was quite possibly the best coordinated event with Clearlake PD.
- Chief Sapeta reported that the District will be upstaffed for the July 4<sup>th</sup> festivities. The City of Clearlake is the only entity providing fireworks for the public in the area. Chief Sapeta and Chief Huggins will be focusing increased patrols in the Jago Bay area.
- Fire Marshal Smith reported that a 1,000 gpm fire hydrant is being installed at the La Rosa Plaza. In the event of a PSPS, a drafting hydrant is also being installed to augment fire engines. This will reduce the need to return to the City of Clearlake to replenish the fire engines with water during fires on Ogulin Canyon Rd.
- Fire Marshal Smith reported that he responded to multiple calls, including a vegetation fire and traffic collision on Hofacker lane, with Station 65 personnel.

**Volunteer Association Input and Comments:**

- None

**Employee Input and Comments:**

- Fire Captain Deakins thanked the Board of Directors for his employment and eventual retirement.

**Chaplain's Report:**

- None

## Communications:

- None

## AD HOC Committee Reports:

- Station 70 CIP – Chairperson Watson reported that the work is complete and the committee will be dissolved at the end of June 2020.
- Station 65 Remodel – Chairperson Watson reported that the work is complete and the committee will be dissolved at the end of June 2020.
- Lexipol Policy Manual – Chairperson Watson reported that the work is complete and the committee will be dissolved at the end of June 2020. If there are any updates necessary to the manual, an AD HOC committee will be established at that time.
- ECC Dispatch – Chairperson Watson reported that there have been very few complaints and no comments on the calls taken over the past 2 months. The committee will be dissolved at the end of June 2020.

Chief Sapeta reported that a 30-day study is being conducted by the Engineer Pindell and the crew. If there are significant findings, then the Board of Directors can choose to re-establish the committee.

- 2019/2020 Fleet Replacement – Chief Sapeta reported that he has not heard of any delays for the AFG grant. An economic impact was also requested in regards to the water tender and that additional forms were required to be completed. While there are many COVID related grants available, they don't seem to have impacted the AFG system. Chief Sapeta reported that the new ambulance has arrived and will become M7013. M7014 and M7021 will be surplus.

Chairperson Watson reported that the Board of Directors approved the recommendations of the committee. Provided that the District administrates the decision of the Board of Directors, this committee will be dissolved at the end of June 2020 and be re-established at a later date, if necessary. Chairperson Watson reported that the fleet manager tracks the lifecycle of the district vehicles.

- 2020/2021 Budget – Chairperson Watson reported that this committee will remain until the final budget is adopted by the Board of Directors.

## Regular Agenda Items:

- Chairperson Watson made a motion to approve the Kelseyville Fire Protection District Agreement for Dispatch Services for July 1, 2020-June 30, 2023 as a sub-agreement to the CalFire agreement for dispatch services. Total CalFire contract cost cannot exceed \$1,842,885. Director Dean seconded the motion.

Chairperson Watson reported that the committee recommended that 1 individual be assigned to obtain complaints and create a complaint form regarding issues with dispatch.

Chief Sapeta reported that Captain Inman is the individual that will obtain the complaints. If he is dissatisfied with the resolution of the complaint, he will then take it to Chief Sapeta and it will be addressed administratively.

Motion passed.

Ayes: 7

Noes: 0

Absent: 0

- Director Meisenbach made a motion to approve the Vertical Bridge Development LLC Option and Lease Agreement to lease District land for the installation of a cell tower at Station 70. Director Moore seconded the motion.  
Motion passed.  
Ayes: 6  
Noes: 1  
Absent: 0
- Chairperson Watson made a motion to adopt Resolution 20-0504 Amended Establishing and Appropriating Unanticipated Revenues and Increasing Reserves in the amount of \$60,000. Director Fults seconded the motion.  
Motion passed by roll call vote.  
Ayes: Dean, Fults, Meisenbach, Moore, Snyder, Spriet, Watson  
Noes: None  
Absent: None  
Abstain: None
- Chairperson Watson made a motion to adopt Lexipol Policy 1048 Disciplinary Actions. Director Meisenbach seconded the motion.  
Motion passed.  
Ayes: 7  
Noes: 0  
Absent: 0

**Old Business:**

- None

**New Business:**

- Chairperson Watson reported that the Fire Marshal's Report should be placed on the agenda following the Chief's Report beginning July 2020.

**Good of the Order:**

- Director Fults presented a \$2,500 donation to the volunteer association on behalf of The Fults Family Vineyards.
- Chairperson Watson thanked The Fults Family Vineyards for the donation to the volunteer association.
- Chairperson Watson reported the City of Clearlake is going to be opening up to the public soon and would like to request the use of the Volunteer Association building to maintain social distancing during the monthly Board of Directors meetings.

Financial Analyst Rivas reported that although the public may be allowed to attend the meeting in person, the GoToMeeting should remain in use for those in the community that are not comfortable being out in the public.

Chief Sapeta reported that he would bring up that the LCFPD Board of Directors monthly meetings will be held in person and online with Dr. Pace during a phone conference on Friday and put together an isolation in place response plan.

Fire Captain Deakins reported that the Volunteer Association is planning on holding a meeting in July and would also be able to set up the tables to maintain social distancing.

**Adjournment:**

- The regular meeting of the Board of Directors adjourned at 1632 hours.

**Attest:**

A handwritten signature in blue ink, consisting of a stylized 'R' followed by a horizontal line and a small loop.

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Richard Nutting, Assistant Clerk of the Board