


**LAKE SHASTINA
COMMUNITY SERVICES DISTRICT
15440 JUNIPER PEAK ROAD, WEED CA 96094-9468
PHONE (916) 938-3281 FAX (916) 938-4739**



ORDINANCE NO. 1-96 

**AN ORDINANCE OF THE LAKE SHASTINA COMMUNITY SERVICES DISTRICT
PERTAINING TO THE RESTRUCTURING OF ADMINISTRATION AND
MANAGEMENT OF THE FIRE, POLICE AND SEWER DEPARTMENTS
AND ELIMINATING THE POSITIONS OF COMMISSIONERS THEREOF**

Be it ordained by the Board of Directors of the Lake Shastina Community Services District as follows:

I. FINDINGS

District Ordinance No. 3-80 created the position of Fire Commissioner, which office is currently vacant. By resolution, the offices of Police Commissioner and Sewer Commissioner were also created, and the latter is also currently vacant. The Board of Directors finds that it would be in the best interests of the District and its constituents that these vacant offices not be filled.

The Board of Directors further finds that it would be in the best interest of the District and its constituents that a volunteer lay person not administer the Lake Shastina Police Department policies, rules, regulations, and issues.

II. TEXT OF CODIFIED PORTION OF ORDINANCE

1. The offices of Fire Commissioner, Police Commissioner, and Sewer Commissioner shall be, and are hereby, abolished, and all ordinances and resolutions in contravention herewith are amended accordingly.

2. The Fire, Police, and Sewer Department Heads shall hereafter be directly responsible, and shall report to, the District General Manager.

It is hereby certified that the foregoing Ordinance No. 1-96 was duly adopted by the Board of Directors of the Lake Shastina Community Services District at a regular meeting held on the 16th day of February, 1996.

ROLL CALL VOTE

AYES, and in favor thereof: Directors: Brezinsky, Dean & Wallace.

NOES, Directors: None.

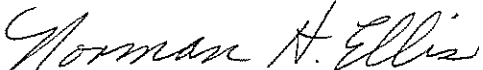
ABSENT, Directors: Coplan & Johns

Lake Shastina C. S. D., by:



DONALD WALLACE, President

ATTEST



NORMAN H. ELLIS, District Secretary

E. Personnel Issues

I. Letter of Appreciation - Scott Hinchcliff, previous approved by consent agenda and briefed during the Sewer Report above, is by reference incorporated herein.

F. Results of Department of Labor Audit - Police. General Manager Bare stated that penalties could be imposed. The dollar amount, if any, is pending final report from auditor. Staff intends to appeal regardless of outcome.

VIII. NEW BUSINESS:

A. PUBLIC HEARING. First Reading of LSCSD Ordinance 1-96: An Ordinance Pertaining to the Restructuring of Administration and Management of the Fire, Police and Sewer Departments and Eliminating the Positions of the Commissioners Thereof, by reference incorporated herein. LSCSD Ordinance 1-96 was orally read by District Secretary Ellis. No action was taken at this meeting. Next reading to occur on February 21, 1996 for formal adoption. There were no changes to the ordinance submitted at this meeting.

B. Approve and Authorize CSD President and District Secretary to Sign Use Permit Application for new Civic Services Building, permit by reference incorporated herein. Director Coplan moved to have CSD President and District Secretary to sign Use Permit Application and to have checks signed. Checks will total \$565. Director Brezinsky seconded and motion carried unanimously. Subsequent to meeting and due to President Wallace's illness, Vice President Alan Johns and District Secretary Norman Ellis will sign the Use Permit. Ratification of this action to be accomplished at next CSD meeting on February 21, 1996. (Subsequent to meeting, it was found that only one signature was required, Secretary Ellis did not sign and application was forwarded to County.)

C. Fire Chief's letter dated 1/11/96, Air Compressor for SCBAs, by reference incorporated herein. Director Brezinsky moved to approve the expenditure of not more than \$2,500 to make the unit complete. Director Coplan seconded and motion carried unanimously.

D. General Manager's memo dated 1/4/96 re: Police Department Assistance, previously approved by consent agenda, is by reference incorporated herein.

E. RHCA Sign Replacement. Administrator Bare briefed that RHCA Board of Directors is requesting replacement of RHCA sign that was inadvertently ruined during the relocation of a CSD storage building from the MWC yard to the Fire Station locale. Director Brezinsky moved to replace the sign. Director Coplan seconded and motion carried unanimously.

IX. PUBLIC COMMENT: Billie and Herb Smith stated they were happy about the Amador Plan being discontinued.

X. ~~DATE/TIME OF NEXT REGULAR MEETING: Wednesday, February 21, 1996, 2:30 p.m. at Fire/Police Station.~~

XI. CLOSE SESSION: None scheduled.

XII. ADJOURNMENT: Director Brezinsky moved to adjourn the meeting. Director Coplan seconded and motion passed. Meeting adjourned at 4:44 p.m.

Respectfully submitted,

3. Internet for Each Entity. General Manager Bare reported that staff believes the Internet could be a worthwhile tool for the office for legislative, legal issues, E-mail, etc. He reported that Cindy Rossi recently went to Internet training and felt it was very worthwhile. General Manager Bare reported the different quotes that Cindy provided for the board to review. Director Brezinsky moved to subscribe to the Internet on a six month basis with Snowcrest in Mt. Shasta. Subscription should be redetermined in six months. Director Dean seconded and motion, upon vote, carried unanimously.

VIII. NEW BUSINESS.

A. PUBLIC HEARING: Second Reading of LSCSD Ordinance 1-96: An Ordinance Pertaining to the Restructuring of Administration & Managements of the Fire, Police and Sewer Departments and Eliminating the Positions of the Commissioners Thereof, distributed last month. The title of this ordinance was read, the reading of the entire ordinance was waived. Director Dean moved to approve LSCSD Ordinance 1-96. Director Brezinsky seconded and motion, upon vote, carried unanimously.

B. Newton & Newton Letter dated 2/5/96 re: Paul & Arnold Kuttel, Lot 8, Tract 1079, by reference incorporated herein. Supt. Lea explained that the sewer outfall main line cuts through this property. The original developers deeded an easement but had no authority to do so since the land had already been sold. He explained the past history regarding this issue and a proposal which will go to Newton & Newton if the board approves. They will have thirty days to respond. General Counsel Winston stated that the proposal sounds fine. Director Dean moved to approve Supt. Lea's recommendation, Director Brezinsky seconded and motion, upon vote, carried unanimously. A report will be made to the board at the next regular meeting whether or not the Kuttel's agree to the proposal.

C. All Work Schedules for Each Entity to be Approved by the General Manager was used for informational purposes only.

D. On Call Schedule for Police, Fire and Sewer to be Provided to Administrative Staff and Each Department. Director Brezinsky moved to approve this concept, Director Dean seconded and motion, upon vote, carried unanimously. Fire Chief Hall explained that the Fire Department can be short handed due to the all volunteer crew. Supt. Lea explained public works on call schedule and noted that the full time positions do need to be filled.

E. Pagers for General Manager, Public Works Superintendent and Police Chief. This issue is being investigated. Leases can run about \$1.00 per day. Item tabled to next meeting to allow time for research. A cost for a cellular phone will also be researched.

F. Restructure Salary of Police to Hourly Wage. Director Dean moved to restructure the police salaries as proposed. Director Brezinsky seconded and motion, upon vote, carried unanimously. Officer Stan Beck asked about hours per week. General Manager Bare replied it would be not less than 40 hours per week. A meeting is to be held with the Police Department on February 20 @ 10:00 a.m. to discuss police department issues. President