



# LAKE SHASTINA COMMUNITY SERVICES DISTRICT

Regular Meeting  
 Wednesday, July 18, 2018, 1:00 p.m.  
 Administration Building  
 16320 Everhart Drive • Weed, California 96094 • (530) 938-3281

## **MINUTES**

CALL TO ORDER AND ROLL CALL: 1:04 p.m.

LSCSD Board Roll Call: Cupp ✓ Lewis ✓ MacIntosh ✓ Mitchell absent Thompson ✓

Also present: GM Wilson, SAC Nelle, FC Pappas and AA Charvez. There were approximately 15 people in the audience.

PLEDGE OF ALLEGIANCE: Pres. Cupp led the Pledge of Allegiance.

PUBLIC COMMENTS: Comments received.

CONSENT CALENDAR: (All items accepted/approved by the Board unless otherwise noted.)

1. A. Approval of Minutes: Regular Meeting June 20, 2018
- B. Ratification of Disbursements: June 1 through June 30, 2018
- C. Budget Comparison / Variance Report: FY 2017/18 YTD
- D. Accounts Receivable Aging Analysis: FY 2017/2018
- E. Approval of transfer from LAIF Reserves to CSD Operating Account: No report; item not required.
- F. Acceptance of California Fire Foundation's grant award of \$6,100 to the LS Fire Department

**Motion by Dir. Thompson second Dir. Lewis to approve Consent Calendar, excluding Item 1.E.**

**Ayes: Directors Cupp, Lewis, MacIntosh and Thompson**

**Noes: None**

**Absent: Director Mitchell**

## DEPARTMENT REPORTS

2. Fire Department Monthly Report: FC Pappas reported.
3. Police Department Monthly Report: PC Wilson reported.
4. Sewer Department Monthly Report: GM Wilson reported.
5. Water Department Monthly Report: GM Wilson reported.

## COMMITTEE REPORTS:

6. APPROVED COMMITTEE MINUTES / REPORTS / VERBAL UPDATES, if applicable:
  - A. Budget / Finance Committee: Nothing to report.
  - B. Fire Department Advisory Committee: Nothing to report.
  - C. Police Department Advisory Committee: Nothing to report.
  - D. Policy Committee: SAC Nelle reported that the committee met prior to the meeting to discuss policies presented on the agenda.
  - E. Sewer and Water Systems Oversight Committee: Nothing to report

## DISCUSSION / REPORTS: ACTION ITEMS:

7. Public Hearing: Delinquent Charges [Government Code §61115(b)] to be sent to 2018 Tax Roll: Public Hearing to hear and consider all objections or protests to CSD's Impending Delinquency Report of taxes, assessment and other charges levied for the fiscal year 2017-2018, being delinquent, shall be declared tax-defaulted pursuant to Government Code §61115(b) and shall direct the General Manager to file with the Siskiyou County Auditor/Tax Collector a copy of the final report, on or before August 10, 2018.

Pres. Cupp opened the Public Hearing at 1:35 p.m. Staff reported. Comments were received from the audience.

Pres. Cupp closed the Public Hearing at 1:40 p.m. The Board discussed.

**Motion by Dir. Thompson second Dir. Lewis to declare said delinquencies tax-defaulted pursuant to Government Code §61115(b) and direct the General Manager to file the final report with the Siskiyou County Auditor on or before August 10, 2018.**

**Ayes: Directors Cupp, Lewis, MacIntosh and Thompson**

**Noes: None**

**Absent: Director Mitchell**

8. Consideration of declaring two vehicles as surplus and authorize selling the vehicles: GM Wilson reported. The Board discussed.

**Motion by Dir. MacIntosh second Dir. Lewis to declare Vehicle #13 VIN / 1FTRF14W45NA81928 2005 F-150 Pick-Up and Vehicle #16 VIN / 1FTSX21505EB87440 2005 F-250 Super Cab as surplus and authorize the General Manager to sell these two vehicles through public auction, utilizing BidCal Auctions, and place the proceeds from that auction into an account for future vehicle replacement.**

**Ayes: Directors Cupp, Lewis, MacIntosh and Thompson**  
**Noes: None**  
**Absent: Director Mitchell**

9. Personnel Policy: proposed changes to Fire Department job descriptions: SAC Nelle reviewed a few Policy Committee recommended changes to the drafts provided in the Board packet. The Board discussed.

**Motion by Dir. Lewis second Dir. Thompson to approve the Fire Department Job Descriptions (Policy 1600 Fire Chief, Policy 1605 Volunteer Fire-Fighter, Policy 1610 Volunteer Fire Cadet, Policy 1615 Assistant Fire Chief and Policy 1620 Extra Help / Seasonal Fire-Fighter) changes to the Personnel Policy, as presented by the Policy Committee.**

**Ayes: Directors Cupp, Lewis, MacIntosh and Thompson**  
**Noes: None**  
**Absent: Director Mitchell**

10. Rancho Hills Community Association: action to vote Ballot for Election of Directors: The Board discussed.

**Motion by Dir. Thompson second Dir. Lewis to authorize Pres. Cupp to sign the RHCA ballot envelope so that it can count for the quorum requirement and take no action on voting the ballot.**

**Ayes: Directors Cupp, Lewis, MacIntosh and Thompson**  
**Noes: None**  
**Absent: Director Mitchell**

STAFF COMMENTS: Comments received.

BOARD MEMBER COMMENTS: Comments received.

PUBLIC COMMENTS ON CLOSED SESSION: None

ADJOURN TO CLOSED SESSION: With no objections by the Board, Pres Cupp adjourned to Closed Session at 2:06p.m.

CLOSED SESSION: 2:08 p.m.

Also present: GM Wilson

- A. CONFERENCE WITH LEGAL COUNSEL- PENDING LITIGATION LSPOA vs. LSCSD arbitration (4) of subdivision (d) of Section 59456.9.

With no objections by the Board, Pres. Cupp adjourned Closed Session at 2:33 p.m.

RETURN TO OPEN SESSION: 2:35 p.m.

Also present: GM Wilson, SAC Nelle and AA Charvez. There were approximately 4 people in the audience.

REPORT ON CLOSED SESSION: GM Wilson reported that direction was given to staff.

ADJOURNMENT: With no objections by the Board, Pres. Cupp adjourned the meeting at 2:36 p.m.

The next LSCSD Regular Board Meeting is on Wednesday, August 15, 2018, 1:00 p.m. at the Administration Building.

Approval Date: \_\_\_\_\_

\_\_\_\_\_  
Carol Cupp, President

ATTEST:

\_\_\_\_\_  
Mike Wilson, Secretary