

# ***LAKE SIDE FIRE PROTECTION DISTRICT***

## **MEETING OF THE GOVERNING BOARD**

### **Minutes**

October 22, 2019

#### **1. CALL TO ORDER AND QUORUM**

##### **Directors Present:**

Director Mark Baker  
Director James Bingham  
Director Peter Liebig  
Director Tim Robles  
Director Bob Robeson

##### **Also present:**

Fire Chief Don Butz  
District General Counsel Steve Boehmer  
Clerk of the Board Janise Bocskovits

The meeting was called to order by Director Robeson at 5:30 p.m.

#### **2. PLEDGE OF ALLEGIANCE AND INVOCATION**

##### **A. Invocation**

Director Baker led the Pledge of Allegiance and Chaplin Al Hester gave an invocation.

#### **3. CONFIRMATION OF AGENDA**

Motion was made by Director Baker, seconded by Director Bingham to approve the Agenda as presented.

Motion passed unanimously.

#### **4. CONSENT CALENDAR**

Motion was made by Director Baker, seconded by Director Bingham to approve the Consent Calendar.

Motion passed unanimously.

#### **5. Finance**

##### **A. Changes to account payables requiring one Lakeside Fire Board Member's pre-approval prior to making payments/issuing checks**

*Staff recommends that the Board conduct approves and accepts the changes to the payment processing steps brought forward.*

Finance Director Madeline Smith spoke and explained the current process of accounts payables. She highlighted the changes as narrated in the submitted staff report. Director Baker requested to add a description of each check along with the check register that is to be signed by a Director. Staff is also working on troubleshooting with Tyler to accomplish having two signatures printed on the checks when needed.

Motion was made by Director Baker, seconded by Director Bingham to approve staff recommendation.

Motion passed unanimously.

**6. Correspondence**

- A. Thank you card to District for participating in Calfire Celebration of Life Ceremony
- B. District Certificate of Recognition from Senator Brian Jones
- C. Thank you card to District for Attending Lemon Crest Elementary Back to School Night event

Director Robeson acknowledge each out loud.

**7. Oral Communications to the Board, Opportunity for Public Comment with Respect to Matters not on the Agenda**

*This portion of the agenda may be utilized by any person to address the Board of Directors on any matter within the jurisdiction of the Board of Directors. However, depending on the subject matter, the Board may be unable to respond at this time or until the specific item is placed on the agenda at a future meeting, as provided by The Brown Act.*

George Tockstein spoke and thanked those in the District who have supported and attended his wife's celebration of life ceremony.

**8. Unfinished Business**

None at this time.

**9. New Business****A. Ordinance 19-01 – First Reading of Adopting the 2019 California Fire Code**

*Staff recommends that the Board conduct the first reading of Ordinance 19-01 and be prepared to discuss at the next Board Meeting.*

Division Chief Molloy introduced Ordinance 19-01 and outlined the adoption process and timelines. He also introduced the District's new Prevention Officer, Jeremy Davis. Jeremy prior position was with the County Fire Authority and is very knowledgeable for the 2019 California Fire Code and is available to answer any questions about the updates to the code.

**B. Capital- Station 3 remodel: Fuel Tank**

*Staff recommends Approving the Change Order as proposed by EC Constructors for \$78,652.*

Chief Lawler explained the need for station 3 to be disaster prepared and having the fuel tanks and generator installed will help accomplish this.

The generated at Station 3 was a mobile unit and since has been moved to Station 1. If approved Jauregui and Culver, Inc. would be the installing vendor.

**Motion was made by Director Bingham, seconded by Director Robles to approve the change order.**

**Motion passed unanimously.**

**C. Resolution 19- 027 Resolution of the Board of Directors of Lakeside Fire Protection District Approving an Amendment to the Employment Agreement Between Employee, Donald H. Butz and the Lakeside Fire Protection District. Discussion/Action (Board).**

*Staff recommends adopting Resolution 19-027.*

District General Counsel introduced the side letter for Chief Butz that authorizes Butz to take health care benefits in the amount of \$1535.10 and apply those benefits to medical, dental, vision and with any surplus he can



contribute those dollars to an HRA. No cash out opportunity or cash in lieu option. This mirrors the Firefighter MOU for health benefits and HRA. Counsel asked for questions and requested a motion.

**Motion was made by Director Baker, seconded by Director Robles to adopt Resolution 19- 027 Resolution of the Board of Directors of Lakeside Fire Protection District Approving an Amendment to the Employment Agreement Between Employee, Donald H. Butz and the Lakeside Fire Protection District. Motion passed unanimously.**

- D. Resolution 19- 028 Resolution of the Board of Directors of Lakeside Fire Protection District Approving the Employment Agreement Between Employee, Mukhtar Bari and the Lakeside Fire Protection District. Discussion/Action (Board).**

*Staff recommends adopting Resolution 19-028.*

District General Counsel introduced the employment agreement for M. Bari. Mr. Bari will be moved in title from a Human Resources Analyst to Human Resources Director effective 10/22/19, employment at will, with a wage in paragraph 6 to remain the same (\$71,261.00 - step B of the HR analyst) and the range remain at \$66,893.00 – \$80,267.00. Benefits are the same as announced in Chief Butz's side letter.

**Motion was made by Director Robles, seconded by Director Baker to adopt Resolution 19- 028 Resolution of the Board of Directors of Lakeside Fire Protection District Approving an Amendment to the Employment Agreement Between Employee, Mukhtar Bari and the Lakeside Fire Protection District. Motion passed unanimously.**

- E. Resolution 19- 029 Resolution of the Board of Directors of Lakeside Fire Protection District Approving the Employment Agreement Between Employee, Madeline Smith and the Lakeside Fire Protection District. Discussion/Action (Board).**

*Staff recommends adopting Resolution 19-029.*

District General Counsel introduced the employment agreement for Madeline Smith and announced the change in position from Finance Manager to Finance Director effective 10/22/19 Employment is at will, with a salary (paragraph 6) as 3846.40/bi-weekly (\$112,091/year. Benefits are the same as announced in Chief Butz's side letter.

**Motion was made by Director Bingham, seconded by Director Robles to adopt Resolution 19- 029 Resolution of the Board of Directors of Lakeside Fire Protection District Approving an Amendment to the Employment Agreement Between Employee, Madeline Smith and the Lakeside Fire Protection District. Motion passed unanimously.**

- F. Resolution 19-030 Resolution of the Board of Directors of Lakeside Fire Protection District Approving an Amendment to the Employment Agreement Between Employee, Janise Bocskovits and the Lakeside Fire Protection District. Discussion/Action (Board).**

*Staff recommends adopting Resolution 19-030.*

District General Counsel introduced the side letter for Janise and announced that the only amendment to her contract relates to health benefits. She will have the ability to utilize \$1535.10 on medical, dental, and vision. If there are any surplus she can contribute those dollars to an HRA. No cash out opportunity or cash in lieu option.

**Motion was made by Director Bingham, seconded by Director Robles to adopt Resolution 19- 030 Resolution of the Board of Directors of Lakeside Fire Protection District Approving an Amendment to the Employment Agreement Between Employee, Janise Bocskovits and the Lakeside Fire Protection District.**

**Motion passed unanimously.**

**G. Resolution 19-031 Resolution of the Board of Directors of Lakeside Fire Protection District Approving the Employment Agreement Between Employee, Jeremy Davis and the Lakeside Fire Protection District. Discussion/Action (Board).**

*Staff recommends adopting Resolution 19-031.*

District General Counsel introduced the employment agreement for Jeremy Davis. He highlighted some areas of the contract: Effective 9/21/2019 in the position of Fire Prevention Officer. Employment is at will with wages of \$34.91.00/hr. - step B, Health insurance benefits are the same as read in the previous employment contracts adopted above. He will also receive a clothing allowance of \$1,000/year.

**Motion was made by Director Bingham, seconded by Director Robles to adopt Resolution 19- 031 Resolution of the Board of Directors of Lakeside Fire Protection District Approving an Amendment to the Employment Agreement Between Employee, Madeline Smith and the Lakeside Fire Protection District.**

**Motion passed unanimously.**

There was discussion on the employment contracts needing update to section #9 of the employment contracts outlining the Calpers contracts. The Directors would like District General Counsel to review the sections and update as appropriate.

**Motion was made by Director Baker, seconded by Director Bingham to allow District General Council Counsel to ammend paragraph 9A of the employment contacts of M. Bari, J. Davis, M. Smith, or any other employees to conform with either PEPR or Classic PERS in accordance with the law.**

**Motion passed unanimously.**

**H. Resolution 19- 032 Resolution of the Board of Directors of Lakeside Fire Protection District Approving the Employment Agreement Between Employee, Stefanie Trompeter Rolon and the Lakeside Fire Protection District. Discussion/Action (Board).**

*Staff recommends adopting Resolution 19-032.*

District General Counsel introduced the employment agreement for Stefanie Trompeter Rolon. He highlighted some areas of the contact: Effective 08/26/2019 for the position of Accounting Specialist, employment at will, wages are \$22/hr. at step A, health benefits are the same as discussed in the previous contract, retirement is PERPA 2% @ 62 Misc.



**Motion was made by Director Liebig, seconded by Director Robeson to adopt Resolution 19- 032 Resolution of the Board of Directors of Lakeside Fire Protection District Approving an Amendment to the Employment Agreement Between Employee, Stefanie Trompeter Rolon and the Lakeside Fire Protection District.**

**Motion passed unanimously.**

**10. Reports**

**A. Directors Report**

**Liebig-** Reported he has been on travel. He also reported he went to California State Firefighter Assoc. Conference.

**Bingham-** He heard there was a rumor that the CSA Meeting on Nov. 14 was changed. He wanted to confirm that the CSA meeting will still be held on Nov. 14<sup>th</sup>.

**Robeson-** Report he attended the Heartland Training Facility meeting with Chief Butz.

**B. Chief Report-** Chief Butz Reported that will be meeting with Supervisor Diane Jacobs regarding the Station 1 project along with Division Chief Lawler on Nov. 4<sup>th</sup>. He also reported he will be attending the Heartland Communications Facility Meeting on Oct. 24.

**C. Staff Report-** Chief Lawler reported that Station 3 upgrade project is on schedule. He is currently working on negotiating a price for the alerting system with FirstNet.

**D. Comments and Information from District Counsel**

No Report.

**E. Firefighters Association Report**

No report.

**6. Future Discussion Items**

No future discussion items at this time.

**7. Closed Session**

**A. PUBLIC EMPLOYEE EVALUATION – Government Code Section 54957**  
Title: Fire Chief.

**B. EMPLOYEE CONTRACT NEGOTIATIONS – Government Code Section 54957.6 Affecting Bargaining Units**

- Lakeside Firefighters Association – (District Negotiators: J. Bingham & B. Robeson, Directors).

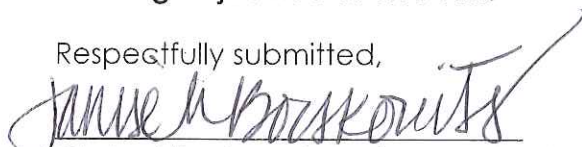
**The Board of Director adjourned at to Closed Session at 6:31 P.M.**

**The board reconvened to open session at 6:49 P.M.**

The Director were given direction with no action taken.

**Meeting adjourned at 6:50 P.M.**

Respectfully submitted,



Clerk of the Board, Janise Bocskovits