



## **LAKE SHASTINA COMMUNITY SERVICES DISTRICT**

Regular Meeting  
 Wednesday, September 20, 2017, 1:00 p.m.  
 Administration Building  
 16320 Everhart Drive • Weed, California 96094 • (530) 938-3281

### **MINUTES**

#### **CALL TO ORDER AND ROLL CALL:** 1:00 p.m.

LSCSD Board Roll Call: Cupp ☒ MacIntosh ☒ Thompson ☒ Two Vacant Seats

Directors Layne and Thomsson resigned from the Board on September 19, 2017.

Also present: AGM/PC Wilson, PWS Moser, SAC Nelle, FC Pappas and AA Charvez. There were approximately 19 people in the audience.

**PLEDGE OF ALLEGIANCE:** Dir. MacIntosh led the Pledge of Allegiance.

**PUBLIC COMMENTS:** Two (2) speakers.

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

1. A. Approval of Minutes: Regular Meeting August 16, 2017, Special Meeting August 24, 2017 and Special Meeting August 28, 2017
- B. Ratification of Disbursements: August 1 through August 31, 2017
- C. Budget Comparison: FY 2017/2018
- D. Approval of transfer to LAIF from SVB operating account
- E. Approval of 5% out-of-class pay for Police Chief
- F. Adopt Resolution 8-17 amending the District Money Purchase Pension Plan

**Motion by Dir. MacIntosh second Dir. Thompson to approve Consent Calendar.**

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

**Noes:** None

**Absent:** None

**Two Vacant Seats**

#### **DEPARTMENT REPORTS**

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

#### **COMMITTEE REPORTS:**

- A. Budget / Finance Committee (FY 2017/18): SAC Nelle reported that a committee meeting will be scheduled for the first part of October.
- B. Fire Department Advisory Committee: Pres. Cupp stated that the committee needs to be re-established.
- C. General Manager Recruitment Committee: Pres. Cupp reported that the committee is working on finalizing the job announcement.
- D. Police Advisory Committee: Pres Cupp stated that a committee meeting will be scheduled when needed.
- E. Policy Committee: Pres. Cupp stated that the committee needs to be re-established.

#### **DISCUSSION / REPORTS: ACTION ITEMS:**

6. Appoint Grant Oversight Committee: Pres. Cupp appointed a Grant Oversight Committee of two, at this time: Directors Cupp and Thompson.
7. Cal/OES Hazardous Mitigation Grant Program Application: update on SHN quote and details of grant; consideration of proceeding with application: AGM Wilson reported. The Board discussed.

**Motion by Dir. Cupp second Dir. Thompson to authorize the Acting General Manager to negotiate and enter into an agreement with SHN Engineers and Geologists to develop the documentation and the grant application for the Cal/OES Hazardous Mitigation Grant Project Sub-Application for an amount not to exceed \$6,500; if the District is still eligible (the County's Local Hazardous Mitigation Plan expired in June 2017; the County is working to have a new plan in place by the end of the year).**

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

**Noes:** None

**Absent:** None

**Two Vacant Seats**

8. Consideration of proposal received from the Wastewater System Improvement Project Request for Proposals (RFP) for Engineering and Planning Services (Project No. C-06-8303-110 Planning Grant Agreement No. D16-040428): AGM Wilson reported. The Board discussed.

**Motion by Dir. Thompson second Dir. Cupp to award the contract to SHN Consulting Engineers and Geologists, Inc. for Engineering and Planning Services for (Project No. C-06-8303-110 Planning Grant Agreement No. D16-040428) for a Wastewater System Improvement Project; to include the three items not included in the RFP (rate study, income survey and construction funding application), with the condition total SHN costs do not exceed the Grant Budget.**

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

**Noes: None**

**Absent: None**

**Two Vacant Seats**

9. Consideration of updated/amended Policies (1000 Purpose of Board Policies, 1002 Adoption/Amendment of Policies, 1005 Association Memberships, 1010 Basis of Authority, 1015 Board Secretary, 1020 Board/Staff Communication, 1035 Conflict of Interest, 1040 Correspondence to the Board, 1045 Legal Counsel and Auditor, 1050 Overview of the General Manager's Role and 1055 Public Records Act Document Request): SAC Nelle reported. The Board discussed. Policy 1015.3 changed as follows: delete "or become partisan in the debate on any such item," from the paragraph.

**Motion by Dir. Thompson second Dir. MacIntosh to approve updated Policies 1000, 1002, 1005, 1010, 1015, 1020, 1035, 1040, 1045, 1050 and 1055 as presented, except for change made to Policy 1015.3.**

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

**Noes: None**

**Absent: None**

**Two Vacant Seats**

10. Appoint District Labor Negotiator(s) regarding MOU with General Teamsters Professional, Health Care and Public Employees Local 137: Pres. Cupp stated there were a few issues in the MOU still under negotiations. Pres. Cupp appointed AGM Wilson as the labor negotiator regarding the MOU with Local 137.

11. Appoint Acting General Manager as the Board's Secretary and District's Treasurer:

**Motion by Dir. MacIntosh second Dir. Cupp to appoint Mike Wilson, Acting General Manager, as the Board's Secretary and District's Treasurer.**

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

**Noes: None**

**Absent: None**

**Two Vacant Seats**

12. Direction to staff regarding RFP for Legal Services: Pres. Cupp stated that it is good business practice to solicit proposals for legal services; RFP to request experience in Special Districts, government agencies, labor laws and union negotiations. The Board discussed.

**Motion by Dir. Thompson second Dir. MacIntosh to direct staff to send out RFPs for legal services as soon as possible with a 15-day submittal deadline date.**

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

**Noes: None**

**Absent: None**

**Two Vacant Seats**

STAFF COMMENTS: AGM Wilson and SAC Nelle reported.

BOARD MEMBER COMMENTS: Two (2) Directors.

PUBLIC COMMENTS ON CLOSED SESSION: None

ADJOURN TO CLOSED SESSION: With no objections by the Board, Pres. Cupp adjourned to Closed Session at 2:43 p.m.

CLOSED SESSION: 2:53 p.m.

Also present: AGM Wilson.

- A. CONFERENCE WITH LEGAL COUNSEL – PENDING LITIGATION Existing Litigation (Gov. Code § 54956.9) Moller v. LSCSD et. al.

With no objections by the Board, Pres. Cupp adjourned Closed Session at 3:13 p.m.

RETURN TO OPEN SESSION: 3:15 p.m.

Also present: AGM Wilson and AA Charvez. There were approximately 10 people in the audience.

REPORT ON CLOSED SESSION: Pres. Cupp reported:

Item A: Direction was given to staff to accept Diane Deckard's resignation and request all documents related to the case be delivered to the District office.

ADJOURNMENT: With no objections by the Board, Pres. Cupp adjourned the meeting at 3:18 p.m.

The next LSCSD Regular Board Meeting on Wednesday, October 18, 2017, 1:00 p.m. at the Administration Building.

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

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

ATTEST:

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