



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

RESOLUTION 12-15

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LAKE SHASTINA COMMUNITY SERVICES DISTRICT REGARDING CALPERS EMPLOYER PAID MEMBER CONTRIBUTIONS.

WHEREAS, the governing body of the Lake Shastina Community Services District has the authority to revoke Government Code Section 20691;

WHEREAS, the governing body of the Lake Shastina Community Services District no longer has a written labor policy or agreement which specifically provides for the normal member contributions to be paid by the employer;

WHEREAS, one of the steps in the procedures to revoke Section 20691 is the adoption by the governing body of the Lake Shastina Community Services District of a Resolution to revoke said Employer Paid Member Contributions (EPMC);

WHEREAS, the governing body of the Lake Shastina Community Services District has identified the following conditions for the purpose of its election to not pay EPMC:


- This benefit shall no longer apply to employees of Local Miscellaneous Exempt Management Classification.
- This benefit shall consist of paying 0% of the normal member contributions as EPMC.
- The effective date of this Resolution shall be retroactive to 3/17/2015.

This Resolution supersedes all prior resolutions regarding CalPERS EPMC.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the Lake Shastina Community Services District elects to pay EPMC, as set forth above.

I hereby certify that the forgoing is a full, true and correct copy of Resolution12-15 duly passed and adopted by the Board of Directors of the Lake Shastina Community Services District, Siskiyou County, California, at a meeting thereof duly held on the 16th day of December, 2015, by the following vote:

AYES: Directors French, Hoke, Layne, Mitchell and Thomsson
 NOES: None
 ABSENT: None


 Roxanna Layne, President

ATTEST:


 Debbie Nelle, Deputy Secretary



LAKE SHASTINA COMMUNITY SERVICES DISTRICT

Regular Meeting
 Wednesday, December 16, 2015 – 2:00 p.m. (Closed Session 1:00 p.m.)
 Administration Building
 16320 Everhart Drive • Weed, California 96094 • (530) 938-3281

MINUTES

CALL TO ORDER AND ROLL CALL: called to order at 1:04 p.m.

LSCSD Board Roll Call: French Hoke Layne Mitchell Thomsson

Director Hoke was present until 4:00 p.m.

Also present: IGM Hankins, AA Charvez and District Counsel Robert Winston. There was one person in the audience.

APPROVAL OF AGENDA:

Motion by Dir. Thomsson second by Dir. Mitchell to approve agenda as amended: Delete Item 4 Police Department Hiring Plan and move Closed Session Item C. Conference with Labor Negotiator, Local 137 to be Item A.

Ayes: Directors French, Hoke, Layne, Mitchell and Thomsson
Noes: None
Absent: None

(minutes reflect all changes made to agenda)

PUBLIC COMMENTS ON CLOSED SESSION ITEMS: None

With no objections by the Board, Pres. Layne adjourned to Closed Session at 1:08 p.m.

CLOSED SESSION:

Also present: IGM Hankins, District Counsel Robert Winston and Gary Fitzgerald for Item A.

- A. Conference with Labor Negotiator, IGM Hankins (Gov. Code § 54957.6) Review District's position and to instruct its designated representatives: General Teamsters Professional, Health Care and Public Employees Local 137: No action reported.
- B. Conference with Legal Counsel: Litigation (Gov. Code § 54956.9) Moller v. LSCSD et. al.: Dir. Mitchell made a motion, second by Dir. French, to hire an outside attorney to represent the District for the Moller v. LSCSD et. al. lawsuit. Ayes: Dirs. French and Mitchell, Noes: Dirs. Hoke, Layne and Thomsson. The motion failed.
- C. Personnel (Gov. Code § 54957) Consider Public Employee Performance Evaluation: Interim General Manager: No action reported.

With no objections by the Board, Pres. Layne adjourned Closed Session at 2:04 p.m.

OPEN SESSION: called to order at 2:08 p.m.

Also present: IGM Hankins, SAC Nelle, AA Charvez, WL Colombo, AFC Pappas and District Counsel Robert Winston. There were approximately 27 people in the audience.

PLEDGE OF ALLEGIANCE: Dir. Thomsson led the Pledge of Allegiance.

REPORT ON CLOSED SESSION: Counsel Winston reported; refer to Item B above.

PUBLIC COMMENTS: Five (5) speakers; no follow up action required.

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

1. A. Approval of Minutes: Regular Meeting November 18, 2015 and Corrected Minutes Special Meeting September 8, 2015
- B. Ratification of Disbursements: November 1 to November 30, 2015
- C. Budget Comparison: FY 2015/2016 YTD: Item removed from Consent

Motion by Dir. French second by Dir. Layne to approve Consent Calendar, as amended (Item 1.C removed).

Ayes: Directors French, Hoke, Layne and Mitchell
Noes: Director Thomsson
Absent: None

Dir. Mitchell asked for clarification on Item 1.C report.

Motion by Dir. French second by Dir. Mitchell to approve Item 1.C Budget Comparison, as presented.

Ayes: Directors French, Hoke, Layne, Mitchell and Thomsson

Noes: None

Absent: None

DISCUSSION / ACTION ITEMS:

1. Presentation: update of Wastewater and Water Systems and Medical Clinic Building: Wastewater Leadman Mike Colombo gave a brief overview. The Board directed staff to prepare long-range planning recommendations for Board consideration.
2. Fire and Police Departments Report: AFC Pappas updated the Board. IGM Hankins recognized Officers Marshall and Owens for their efforts handling the Police Department's recent workload.
3. Contract/Salary Schedule for Police Chief, Fire Chief and Assistant Fire Chief: SAC Nelle updated the Board. The Board discussed.

Motion by Dir. Mitchell second by Dir. French to adopt the Salary Step Schedule for Police and Fire Departments, as presented.

Ayes: Directors French, Hoke, Layne, Mitchell and Thomsson

Noes: None

Absent: None

The Board discussed that AFC Pappas should target working, on average, 15 hours per week, based on initial Board approval of \$1,000 per month rate of pay.

Motion by Dir. Mitchell second by Dir. French to place Steven Pappas at Step 1 for part-time Assistant Fire Chief, retroactive to appointment date.

Ayes: Directors French, Hoke, Layne, Mitchell and Thomsson

Noes: None

Absent: None

The Board discussed that FC/PC Wilson should target working, on average, 5 hours per week as Police Chief and 10 hours per week as Fire Chief, based on initial Board approval of \$2,000 per month rate of pay.

Motion by Dir. Mitchell second by Dir. Thomsson to place Mike Wilson at Step 4 for part-time Fire Chief and Step 4 for part-time Police Chief, retroactive to appointment date.

Ayes: Directors French, Hoke, Layne, Mitchell and Thomsson

Noes: None

Absent: None

4. Resolution re: CalPERS Employer Paid Member Contributions: SAC Nelle updated the Board.

Motion by Dir. Thomsson second by Dir. Mitchell to approve Resolution 12-15 regarding CalPERS Employer Paid Member Contributions.

Ayes: Directors French, Hoke, Layne, Mitchell and Thomsson

Noes: None

Absent: None

5. Resolution updating Purchasing Policy: IGM Hankins updated the Board. The Board discussed.

Motion by Dir. French second by Dir. Thomsson to approve Resolution 13-15 adopting a Purchasing Policy.

Ayes: Directors French, Hoke, Layne, Mitchell and Thomsson

Noes: None

Absent: None

6. Hire consultant for CEQA reporting of current and future District projects: IGM Hankins updated the Board. The Board discussed. The Board agreed that it is within the purview of the IGM/GM job responsibilities to hire a professional/consultant to assist with preparation of CEQA documents for the development of District property, as needed.

Motion by Dir. Mitchell second by Dir. Layne to authorize hiring SHN Consulting Engineers, per Scope of Work and Fee Estimate dated December 11, 2015, to provide the LSCSD assistance in the preparation of the development of District property for use as a municipal well (to include CEQA document preparation): total Planning Costs estimated not-to-exceed \$9,825.

Ayes: Directors French, Hoke, Layne, Mitchell and Thomsson

Noes: None

Absent: None

7. IT responsibility and remote access to IT files - direction to District Counsel: Pres. Layne reported that remote access to the server has been disabled.

Dir. Hoke left the meeting at 4:00 p.m.

The Board discussed the hard drive copy that is located in District Counsel Winston's office. Dir. Mitchel made a motion, second by Dir. French, to have Computer Logistics remove LSPOA file from hard drive and return hard drive to the Administration Office. Ayes: Dirs. French and Mitchell, Noes: Dirs. Layne and Thomsson, Absent: Dir. Hoke. The motion failed.

8. Authorize IGM to hire full-time Accounts Payable/Payroll Clerk: The Board discussed. Dir. French made a motion, second by Dir. Mitchell, to authorize the IGM to proceed with the recruitment and hiring of a full-time AP/Payroll Clerk. The Board discussed; the motion was amended.

Motion by Dir. French second by Dir. Mitchell to approve the IGM initiating the hiring process for a full-time AP/Payroll Clerk.

Ayes: Directors French, Layne, Mitchell and Thomsson
Noes: None
Absent: Director Hoke

9. General Manager's Report: IGM Hankins updated the Board.

10. Appointment of Interim General Manager to be effective January 1, 2016: IGM Hankins reported that he will not be the IGM after December 31, 2015 and made a recommendation to have Mike Colombo, District Wastewater Leadman, be appointed as IGM. The Board discussed.

Motion by Dir. French second by Dir. Mitchell to appoint Mike Colombo as Interim General Manager, effective January 1, 2016; rate of pay \$45/hour.

Ayes: Directors French, Layne, Mitchell and Thomsson
Noes: None
Absent: Director Hoke

ELECTION OF OFFICERS FOR 2016 CALENDAR YEAR (Effective January 1, 2016)

- A. President: Directors Mitchell and Thomsson were nominated. Dir. Mitchell read and submitted a statement regarding the election of officers. The vote for appointing Dir. Mitchell was: Ayes: Directors French and Mitchell, Noes: Directors Layne and Thomsson, Absent: Director Hoke. The vote for appointing Dir. Thomsson was: Ayes: Directors Layne and Thomsson, Noes: Directors French and Mitchell, Absent: Director Hoke. No appointment was made; the item will be on the January agenda.
- B. Vice President: Directors French and Layne were nominated. The vote for appointing Dir. French was: Ayes: Directors French and Mitchell, Noes: Directors Layne and Thomsson, Absent: Director Hoke. The vote for appointing Dir. Layne was: Ayes: Directors Layne and Thomsson, Noes: Directors French and Mitchell, Absent: Director Hoke. No appointment was made; the item will be on the January agenda.
- C. Appoint General Manager as Board's Secretary/Clerk and District's Treasurer:

Motion by Dir. Mitchell second by Dir. French to appoint IGM/GM as the Board's Secretary/Clerk and the District's Treasurer, per Board Policy.

Ayes: Directors French, Layne, Mitchell and Thomsson
Noes: None
Absent: Director Hoke


GENERAL MANAGER/STAFF COMMENTS: One (1) speaker; no follow up action required.

BOARD MEMBER COMMENTS: One (1) speaker; no follow up action required.


ADJOURNMENT:

With no objections by the Board, Pres. Layne adjourned the meeting at 4:54 p.m. to the next LSCSD Regular Board Meeting scheduled to be held on Wednesday, January 20, 2016, 2:00 p.m. at the Administration Building.

Approval Date: 1/20/16


 Barbara Thomsson, President

ATTEST:


 Mike Colombo, Secretary