



LINDEN – PETERS FIRE DISTRICT

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Kirk Noffsinger, Fire Chief

Board Members

President: John E. Plotz
Vice-President: Thomas G. Watkins
Secretary: David Frison
Member: Paul Castellou Jr.
Member: Kenneth “Kenny” Watkins III

Minutes of Board Meeting

Thursday, June 4, 2020

The meeting of the Linden–Peters Rural County Fire Protection District Board of Directors was called to order by President John E Plotz at 7:00 PM. Members present: Vice President Thomas G. Watkins, Board Secretary David Frison, Board Member Paul Castellou Jr., and Board Member Kenny Watkins III. Members Absent: None. L.P.F.D. on duty staff present: Fire Chief Kirk Noffsinger, Administrative Assistant Lorena Coose, and Captain Jacob Reed.

(I.) Call to Order.

(II.) Roll Taken

Minutes for May’s meeting were taken by Administrative Assistant Lorena Coose.

(III.) Public Comment – None

(IV.) Minutes:

A. Discussion & Possible Action re: Regular Board Meeting Minutes- May 2020 – Board Minutes approved on motion by P. Castellou Jr. and seconded by K. Watkins III. Motion passed with a vote of 5-0.

(V.) Financial Summary and Report

A. Monthly Financial, Current events summary for May 2020 - Presented by Fire Chief Kirk Noffsinger. Chief Noffsinger provided an update on the May 2020 Financial Reports. Chief Noffsinger noted that staff would be taking a trip to inspect the new engine. Board Secretary D. Frison inquired about the Hi-Tech EVS \$2900.00 expense. Chief Noffsinger noted that it was for maintenance on the Type III. There was some discussion regarding pre-funding the unfunded retirement liability. The Board decided to earmark any budget excess to fund the retirement liability. Once the final numbers are in for the budget year, the Board will decide on an amount to earmark for the retirement liability.

(VI.) Consent Agenda:

A. Discussion & Possible Action re: Approval of the May 2020 Monthly Financial Report and expenditures. A motion to approve the financial report was made by K. Watkins III seconded by P. Castellou, Jr.. Motion passed with a vote of 5-0.

(VII.) Current Events Summaries, Reports, and/or Correspondence:

Current Events and Reserve Report for the Linden-Peters Fire District was presented by Fire Chief Kirk Noffsinger

- A. Departmental Report-Chief Kirk Noffsinger: Chief Noffsinger provided an update on the events and meetings held for the month May 2020. Chief Noffsinger provided an update on Lexipol. A policy working group has been formed and they are currently working on updating the policies. Chief noted that we are waiting on plans for the station improvement project. This project has been delayed due to COVID-19. Captain Jacob Reed provided the shift reports, the training report, and the volunteer report.
- B. Union Report – None

(VIII.) New Business

- A. Discussion & Possible Action re: FY 2020-FY 2021 Preliminary Budget
FY 2020-FY 2021 Preliminary Budget approved on motion by K. Watkins III and seconded by P. Castillou Jr. Motion passed with a vote of 5-0.

It was discussed that the Radio budget had increased significantly because staff is working on a project to purchase mobile radios.

Board Member K. Watkins III inquired if the expenses for the aux pump would be included in the Operating Budget. Chief Noffsinger noted that this would be a capital expense and would be brought to the Board for approval at a later date.

Board Vice President T. Watkins inquired about the bank fees. Chief Noffsinger noted that these are the monthly fees associated with the direct deposits for payroll and monthly retiree medical payouts.
- B. Discussion & Possible Action re: Adopt the FY 2020-FY 2021 Proposition 4 Appropriation Limit
Approval of FY 2020 – FY 2021 Proposition 4 Appropriation Limit approved on motion by K. Watkins III and seconded by T. Watkins. Motion passed with a vote of 5-0.
- C. Discussion & Possible Action re: Approval of Agreement between Croce, Sanquinetti & Vander Veen (CSV) and the LPFD to Conduct FY 2019-FY 2020 Financials for an Amount Not to Exceed \$13,650.00
Approval of Agreement between Croce, Sanguinetti, & Vander Veen (CSV) and the LPFD to Conduct FY 2019-FY 2020 Financials for an Amount Not to Exceed \$13,650.00 approved on motion by P. Castillou Jr. and seconded by K. Watkins III. Motion passed with a vote of 5-0.

- D. Discussion & Possible Action re: Approve the Other Post-Employment Benefits (OPEB) GASB 75 Actuarial Valuation for FYE June 30, 2020 for an Amount Not to Exceed \$1,350.00
Approval of the OPEB GASB 75 Actuarial Valuation for FYE June 30, 2020 for an Amount Not to Exceed \$1,350.00 approved on motion by D. Frison and seconded by P. Castillou Jr. Motion passed with a vote of 5-0.
- E. Discussion & Possible Action re: Approval to Hire Tim Muhlbeier Painting to paint the Exterior of the Main Firehouse Building and the Exterior of the Maintenance Building for an Amount Not to Exceed \$7,650.00
The Board directed this item be tabled for discussion at a future date. If the Station Improvement Project is approved, painting the exteriors of the buildings may be included in the bids for this project. There were concerns that the paint may not match if the exteriors are painted prior to the addition.
- F. Discussion & Possible Action re: Approval to Purchase Station Maintenance Tools for an Amount Not to Exceed \$1,700.00
Approval to Purchase Station Maintenance Tools for an Amount Not to Exceed \$1,1700.00 approved on motion by D. Frison and seconded by K. Watkins III.

(IX.) Unfinished Business – None

(X.) Board Questions and Comments – Chief Noffsinger noted that he is working with the Captains to create a shift schedule for the Summer Help. Succession Planning has been put on hold due to Covid-19 concerns. The next step will be in person meetings with the Waterloo Morada Board. We were not awarded the OTS grant and are still waiting to hear about the FEMA Grant.

(XI.) Closed Session – The Board entered into closed session at 8:00 pm to discuss the following:

A. Section 54957: Labor Negotiations Unrepresented Employee – Administrative Assistant

The Board returned from closed session at 8:22 pm. Board President John E. Plotz announced that a Second amendment to the contract for the Administrative Assistant was approved.

- (XII.)** Adjournment: Motion made by K. Watkins III and seconded by P. Castellou Jr. to adjourn the meeting. Vote in favor 5-0. Motion carried and so ordered at 8:23 pm.

John E. Plotz, President

Thomas G. Watkins, Vice President

David Frison, Secretary

Paul Castellou, Jr., Member

Kenneth "Kenny" Watkins III