



Aptos/La Selva Fire Protection District

6934 Soquel Drive ▪ Aptos, CA 95003
Phone # 831-685-6690 ▪ Fax # 831-685-6699

FINAL Minutes

Aptos/La Selva Fire Protection District

BOARD MEETING

Minutes of August 11, 2011

MEETING CALLED TO ORDER AT 7:00 PM BY PRESIDENT JOHNSTON

1.0 ROLL CALL PRESENT: ABENDSCHAN, HURLEY, JOHNSTON, SPISAK,

 ABSENT: WEATHERFORD

1.1 INTRODUCTIONS: FIRE CHIEF JEFF TERPSTRA
 BOARD SECRETARY FRED MALMLUND
 FIRE MARSHAL JIM DIAS
 MR. TREVOR DIRKSEN

2.0 PLEDGE OF ALLEGIANCE

3.0 COMMUNICATIONS FROM/TO BOARD MEMBERS & PUBLIC

3.1 ORAL COMMUNICATIONS None

3.2 WRITTEN COMMUNICATIONS The board packet contained copies of a thank you letter and correspondence regarding a fire code board of appeals matter.

4.0 CONSENT AGENDA

4.1 MOTION TO ACCEPT & FILE THE MINUTES OF THE REGULAR MEETING OF JULY 14, 2011

4.2 MOTION TO APPROVE CLAIMS DISBURSEMENTS OF JULY 9, 2011 THROUGH AUGUST 5, 2011

4.3 MOTION TO ACCEPT & FILE THE FAMIS GENERAL LEDGER REPORTS FOR THE PRIOR MONTH-END

4.4 STAFF REPORT ON DISTRICT PROPERTY, AUTO AND LIABILITY INSURANCE POLICY

4.5 PUBLIC COMMENT ON CONSENT AGENDA ITEMS?

On motion by Director Hurley, seconded by Director Abendschan, that the items in the consent agenda be approved, as submitted, was approved by the following vote:

**Ayes: Abendschan, Hurley, Johnston, Spisak,
Noes: None
Abstain: None
Absent: Weatherford**

5.0 ITEMS REMOVED FROM CONSENT AGENDA None

6.0 UNFINISHED BUSINESS

6.1 DISCUSSION OF CALPERS SIDE FUND OBLIGATION

Business Manager Malmund reported that a recent review of the past two years of actual financial results, plus a projection of the current budget year, show that net savings have been realized when comparing payments to the obligation amortization. This is due to actual, and projected, reportable payroll being significantly lower than PERS payroll calculation. And, since PERS does not recover side fund underpayments, this is a permanent savings. Going forward, it is difficult to determine whether or not there will be future savings since PERS only projects forward payroll calculations one year at a time. If the savings cease, refinancing the side fund obligation may become an attractive alternative. A follow-on report will be provided to the board once next year's PERS safety plan valuation is received from PERS in late November.

7.0 NEW BUSINESS

7.1 MOTION TO APPROVE A LETTER TO BE SENT TO CALTRANS REGARDING THE UNSAFE CONDITION OF HIGHWAY 1 NORTHBOUND AT THE RIO DEL MAR CORRIDOR

Director Hurley requested board support for a draft letter to be sent to Caltrans regarding the high accident rate experienced on the northbound section of highway 1 in the Rio Del Mar corridor and the need for a safety rail at that location. Minor edits to the draft letter were suggested and agreed to.

On motion by Director Hurley, seconded by Director Abendschan, that the letter be modified as suggested, signed by the Board President, and sent to Caltrans, was approved by the following vote:

**Ayes: Abendschan, Hurley, Johnston, Spisak,
Noes: None**

Abstain: None
Absent: Weatherford

8.0 STANDING REPORTS

8.1 BOARD OVERSIGHT INQUIRY

Chief Terpstra reported that staff has requested price quotations for solar power alternatives for district buildings.

8.1.1 REVIEW OF DISTRICT INTERNAL CONTROLS – PAYROLL PROCESSING

Business Manager Malmlund made a presentation on district payroll processing procedures and the internal controls in place for the process. He discussed certain issues that had recently been identified in the FLSA pay process. It was agreed that the use of pencils was inappropriate on payroll input documents.

8.2 FIRE CHIEF’S REPORT

Fire Chief Terpstra reported on the mild fire season this year, issues with the recently enacted state SRA fee, new district use of social media, the recent repair of the water tender, and the possible merger of the Cal Fire Corralitos station into Pajaro Valley Fire District.

8.3 REPORT FROM FIREFIGHTERS’ LOCAL 3535 PRESIDENT TREVOR DIRKSEN

Trevor Dirksen thanked the board for the recent approval of a one year extension of the MOU, informed the board that they were aware of the FLSA pay issue, and that the annual pancake breakfast had been scheduled for September 25.

9.0 ADJOURN MEETING

Secretary to the Board

Board President