

January 12, 2021 Tuesday @ 6:00 PM **MINUTES**  
**SIERRA COUNTY FIRE PROTECTION DISTRICT # 1**  
**FIRE COMMISSIONERS MEETING AGENDA**  
FIRE STATION 82, SIERRAVILLE CA

THIS MEETING WILL BE CONDUCTED IN PERSON AND VIA “CONFERENCE CALL”. THOSE WISHING TO ATTEND THE MEETING VIA TELEPHONE SHOULD CALL (701) 802-5316 AND USE ACCESS CODE 5188908.

**CALL TO ORDER: 5:59**

Roll Call of Commissioners

{X} Tom Rowson, Chairperson      {X} Richard Maddalena remote      {X} Laurie Belli  
{X} Tom Archer remote      {X} Candy Hunter remote      {X} Shawn Burt      { } Vacant

Quorum **Yes/No**

**PUBLIC INTRODUCTION: Jan Drummond- Calpine Water District, Chief Connolly, Kelly Champion- Clerk**

**PUBLIC COMMENT: None**

Matters under jurisdiction of the Sierra County Fire Protection District #1, and not on the agenda, may be addressed by the Public at the beginning of the regular agenda and any off-agenda matters before the Board for consideration. However, California law prohibits the Board from taking action on any matter which is not on the posted agenda. Any member of the public wishing to address the Board during the “Public Comment” period will be limited to a maximum of three minutes.

**MINUTES APPROVAL:** Approval of the Minutes: 12/8/2020 **Commissioner Maddalena requested that the minutes reflect clearly that Rudy finished the Calpine siding job. Commissioner Hunter confirmed that there was no access road issue indicated in the Nov 10, 2020 minutes. Commissioner Archer moved to approve the minutes with the clarification noted, Commissioner Burt seconded. 6 Ayes (Maddalena, Rowson, Belli, Archer, Burt, Hunter), motion passes.**

**FINANCIAL STATEMENT:**

1. Review P&L, Balance Sheet, Report of Funds as of December 31, 2020 **H**
2. Approve Bill Payments including Truckee Meadows FPD and Loyalton Fire service area agreement payments **H**  
**Commissioner Maddalena moved to table the Loyalton Fire payment and pay the bills as presented, Commissioner Belli seconded. 6 Ayes (Maddalena, Rowson, Belli, Archer, Burt, Hunter), motion passes.**

**REPORTS & REQUESTS FROM DISTRICT CHIEF, BATTALION CHIEFS AND EMS COORDINATOR:**

1. Chief's Report (Response Summary, Fleet, Communications System, Facilities) (Mick) **Chief Connolly reviewed the responses, one a femur fracture that was an early morning rescue.**
2. Training / Recruitment/ Retention (Mick) **ems training scheduled later this week including shock and rope rescue.**
3. EMS (Mick) **Rudy H was done with his EMT, 3 others still finishing, 2 EMR also almost finished. Chief Connolly has been approached by the County Office of Adult Ed to teach at the new Loyalton campus.**
4. Medical Supplies **Still getting for little or no fee.**
5. Class B Uniforms **Still getting sizes from volunteers.**
6. Re-number apparatus to match assigned stations **No new update.**  
**Kelly asked if she is supposed to be tracking any information regarding the responses and the answer was no, that a volunteer was logging the information into a data base system. Commissioner Archer expressed that there is reimbursement and insurance considerations in regards to the response information. It was agreed that Kelly and Mick both needed a log in to access the system. Commissioner Hunter asked if the County had offered COVID vaccines for volunteers. Commissioner Maddalena reported that 5 volunteers chose to be vaccinated on the first round, 6-7 declined, 4 are members of other departments where it was available and that he has a request out to take inventory on who still needs it.**

**UNFINISHED BUSINESS:**

1. PSPS Grant Update (fixed propane generators for each station) (Candy/Rick) **No updates.**  
Second Reading of Financial Policy (Laurie) **Commissioner Maddalena asked about the last paragraph regarding grant funds for clarity, Commissioner Archer commented that Commissioner Belli did an excellent job and supported it. Commissioner Hunter moved to adopt the policy using \$5,000 as the capitalization threshold, Commissioner Archer seconded. 6 Ayes (Maddalena, Rowson, Belli, Archer, Burt, Hunter), motion passes.**

**At 6:25 pm Commissioner Burt requested to address New Business, Item 3 and introduced Jan Drummond who arrived to represent the Calpine Water District.**

Calpine Firehouse Well, Discuss Joint Powers Agreement between Fire and Water Districts in Calpine (Rick) **New information has come to light in the last month due to an error in meter reading that makes the Water District less likely to want to keep the well open. It was originally thought that it took massive amounts of treated water for irrigation but it has been discovered that the amount of water needed is not very much at all. Commissioner Archer thought it a difficult choice to abandon an existing well and felt it was not the Fire District's responsibility to maintain the well. There was discussion regarding how deep it was, filtration, pumping, other schematics, how big the casing was and it if was worthy of fire suppression. Jan said that even though it was a Water District well, it was on County property and that there was a Water District meeting tomorrow at 6pm to review. Commissioner Burt said he would attend. Chairman Rowson formed a Committee of Commissioner Burt and Maddalena to gather more information from the Water District and engineers to bring back to the Commission for further discussion.**

2. Credit Cards Update- Appoint Authorized Agent(s) to Sign Credit Card Agreement (Laurie/Kelly) **Commissioner Belli moved to authorize Chairman Rowson to sign the Credit Card agreement on behalf of the District, Commissioner Maddalena seconded. 6 Ayes (Maddalena, Rowson, Belli, Archer, Burt, Hunter), motion passes.**
3. Development Fee Update, Before BOS 2/5/20 (Tom A) **Commissioner Archer announced the two actions before the Board of Supervisors: 1.) To pass a Resolution to increase the fee effective immediately and 2.) To amend the County code that clarifies the structures subject to the fees via Ordinance that would be effective 60 days after adoption. It was agreed to hold a Special Meeting on Jan 19 to attend BOS Public Hearing regarding the Resolution, 2021-18.**
4. Revised Conflict of Interest Code (Tom A) **Kelly will remind Tom in late summer to work on revisions.**
5. Update on Homeland Sec. Grant (Rick) **No new information.**
6. Update on Website (Kelly, Mick) **Kelly discussed issues transferring the domain management and the additional monthly fees charged by Streamline to manage the domain. Commissioner Archer moved to enter into contract with Streamline for all services related to the website management, Commissioner Hunter seconded. 6 Ayes (Maddalena, Rowson, Belli, Archer, Burt, Hunter), motion passes.**

#### **NEW BUSINESS:**

1. Mid-Year Budget Review (Laurie) **Needing additional information, will update next meeting.**
2. Appointment of Finance Committee Members (Tom R) **Chairman Rowson appointed Commissioner Belli as Chair of Finance Committee and Maddalena and Rowson as additional members.**
3. Calpine Firehouse Well, Discuss Joint Powers Agreement between Fire and Water Districts in Calpine (Rick) **Moved to discussion at 6:25 pm, see above.**
4. Review/Adopt 2020 Annual Accomplishment Report (Rick) **Chairman Rowson was impressed and inspired, Commissioner Maddalena felt it a helpful tool for the Commission and that it is normally posted to the public, Commissioner Archer agreed it should be publicly posted. Commissioner Belli moved to adopt the 2020 Annual Accomplishment Report, Commissioner Burt seconded. 6 Ayes (Maddalena, Rowson, Belli, Archer, Burt, Hunter), motion passes.**
5. Discussion of MOU with SPUD regarding fire hydrant flushing and maintenance (Tom A) **Commissioner Archer discussed the MOU saying it was a non-binding approach for the Fire District and SPUD to engage collaboratively. It clarifies what each party does and allows the District to flush without obligation and supports a hydrant policy. There was direction for Commissioner Archer to submit to SPUD.**

**ANNOUNCEMENTS AND COMMENTS: None**

**CLOSED SESSION:- Commissioner Belli moved to adjourn to closed session at 7pm.**

1. Personnel Review **The Commission returned to open session at 7:07 and reported no action to be taken.**

**NEXT SCHEDULED MEETING:** February 9, 2021 at 6:00pm in Sierraville

**ADJOURNMENT: 7:11 pm**

Key: T – Tabled from previous meeting H – Handout

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