

August 15, 2023 Tuesday @ 6:00 PM **MINUTES**
SIERRA COUNTY FIRE PROTECTION DISTRICT # 1
DIRECTORS MEETING AGENDA

Location: Fire Station 82 @ 102 E Main Street, Sierraville, CA 96126

This meeting will be conducted in person and via conference call. Those wishing to attend the meeting by telephone should dial 1-650-479-3208 and enter the meeting number below. Those who wish to attend via video conferencing should use the following link:

<https://sierracountyfireprotectiondistrictno1-771.my.webex.com/sierracountyfireprotectiondistrictno1-771.my/j.php?MTID=mddde8b46ce168ff8ac4b69f6ae37718d>

Meeting No. 2554 452 4695, Passcode: Sierra

CALL TO ORDER: 6:00 pm

Roll Call of Directors

{ } Jeff McCollum, Chairperson **absent** {X} Tom Archer { } Tom Rowson **absent** { X } Richard Maddalena
{ X } Candy Hunter, Vice Chair { X } Victoria Fisher { X } Tony Commendatore
Quorum **Yes**/No

PUBLIC INTRODUCTION: Volunteer Ben Edwards, Deputy Chief Ben Hitchcock, Chief Connolly, Clerk Kelly

PUBLIC COMMENT: Ben Edwards noted a fire hydrant on Calpine Avenue that not in operating condition lying on the ground and has been that way for a long time. Chief Connolly replied that he would reach out to the local water agency to inquire about it.

CORRESPONDENCE: The District Clerk reviewed recent correspondence received: a public records request response related to properties in Loyalton and a letter from the workers' compensation insurance company regarding the final audit stating there were no material findings.

MINUTES APPROVAL: Approval of the Minutes: 7/18/23 Dir. Maddalena moved to adopt the minutes as presented, Dir. Archer seconded. 5 Ayes (Hunter, Archer, Maddalena, Fisher, Commendatore), 2 Absent (McCollum, Rowson), motion passed.

Vice-Chair Hunter opened the Public Hearing at 6:15 pm. There was no public comment on the item. Dir. Maddalena reviewed the report of the mitigation fees collected and the prior period adjustments. \$4,820 in fees accrued in fiscal year end 6/30/2022 were reversed out in the current report because the funds had not been received to the District. This amount is outstanding fees on two older construction projects where the County Auditor was working to collect them through property tax assessments. Dir. Archer expressed frustration about the historical accounting coming from the County Auditor and would like to correspond with the County regarding the issue. Dir. Fisher and Commendatore agreed. Vice Chair Hunter offered to help draft a letter. Dir. Maddalena went on to point out the well project expenditure scheduled in 23/24 and commented on the usefulness of completing the upstairs at Station 84 and adding a generator at Station 83. Chair Hunter closed the Public Hearing at 6:45 pm.

FINANCIAL STATEMENT:

1. Review P&L, Balance Sheet, Report of Funds as of July 31, 2023 **H**
2. Approve Bill Payments **H**
3. Approve Title III Volunteer Disbursements **H**
4. Fire Mitigation Fee Update **H**

The Clerk previewed the reports in detail with the Directors. Dir. Maddalena moved to approve the financial statements as presented, Dir. Archer seconded. All Ayes (Hunter, Commendatore, Archer Maddalena, Fisher), 2 Absent (McCollum, Rowson), motion passed.

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

1. Chief's Report (Response Summary, Fleet, Communications System, Facilities) Chief Connolly reported on recent responses: 2 medicals, 2 fire, 2 motor vehicle. One was a motorcycle and another was a head on collision with 3 patients for transport. An ambulance was called from Truckee and a care flight.

There was a meeting with Sierra County Sheriff Dept. and Tablet Command and it was decided to look for a different solution for CAD integration. Still waiting for Banner Communications to service the radio network. He talked about a need to collaborate on standards to hook up to hydrants and tanks.

2. Training / Recruitment/ Retention Chief Connolly noted trainings with TNF and said there will be more to come, the latest being an over-the-bank rescue drill at Vista Point. He noted two new volunteers.
3. Update on purchase of battery over hydraulic combi tool and AED (expected in August) Trying to get a demo of the two Combi tools looking at, AED arrive and is on B83.
4. Update on Communications, including FEMA AFG (Comms) Grant- no status change since 2/10/23 submission Dir. Commendatore commented that addressing radio communications issues is high priority. There was discuss regarding stipends for call responses to active volunteers.

PUBLIC HEARING 6:15 pm

The purpose of this public hearing is to receive public comment of the SCFPD#1 2023-2024 Capital Improvement Plan See previous page, Public Hearing began after Minutes Approval.

UNFINISHED BUSINESS: None

NEW BUSINESS:

1. Approval of Resolution 2023-6 to Adopt the SCFPD#1 2023-2024 Capital Improvement Plan Dir. Archer moved to adopt Resolution 2023-6 to Adopt the SCFPD#1 23-24 Capital Improvement Plan, Dir. Commendatore seconded. Roll Call Vote- All Ayes (Hunter, Commendatore, Maddalena, Fisher, Archer), 2 Absent (McCollum, Rowson), motion passed.
2. Approval of Annual Mitigation Fee Report and Request for Increase Dir. Fisher moved to approve the Annual Mitigation Fee Report and Request for Increase, Dir. Commendatore seconded. Roll Call Vote- All Ayes (Hunter, Commendatore, Archer, Maddalena, Fisher), 2 Absent (McCollum, Rowson), motion passed.
3. Approval of Resolution 2023-7 – CALFIRE VFC Grant Agreement 7GF23111, Project Cost \$39,910 and Authorize Director Maddalena to Sign and Execute Said Agreement and Any Amendments on Behalf of the SCFPD#1 Chief Connolly was pleased that the District received the grant for 10 new ensembles of wildfire gear. Dir. Archer moved to approve Resolution 2023-7, Dir. Commendatore seconded. Roll Call Vote- All Ayes (Hunter, Commendatore, Archer, Maddalena, Fisher), 2 Absent (McCollum, Rowson), motion passed.
4. Discussion/Action – Review of Capital Asset Insurance Coverage Dir. Commendatore recommended looking at square footage of buildings and compare insured values to current construction cost. The Board made plans to review fleet and asset inventory and compare with what was in the insurance policy, and to validate VIN#'s. It was questioned whether or not the radio towers needed to be excluded. There was discussion around taking inventory of the contents in stations and vehicles. Dir. Fisher moved to authorize payment of \$30/hour not to exceed 20 total or combined hours to take inventory, Dir. Archer seconded. The expense was considered a station maintenance expense. All Ayes (Hunter, Commendatore, Archer, Maddalena, Fisher), 2 Absent (McCollum, Rowson), motion passed.
5. Roen Equipment Lease Agreement – Updated Equipment List Dir. Maddalena reviewed the updated equipment list in the agreement.
6. Review City of Loyalton Fire Protection Services Agreement Directors reviewed revenue and expenditure reports for the past three years received by the City of Loyalton for the Fire Department activities. It was agreed to review the contract after the new year and more than 90 days prior to renewal.
7. Discussion/Action to Provide Volunteer Incentives for Recruiting Various discussions ensued regarding incentives, stipends and compensation for volunteers and how it related to recruitment and retention. Dir. Fisher suggested having a question on a new member application asking who to thank for their referral. It was agreed to continue this topic for further discussion and consideration.

ANNOUNCEMENTS AND COMMENTS: Appointment of Dir. Hunter to Finance Committee to replace Dir. Rowson This topic was put on agenda by the Clerk. There was consensus in the room that Dir. Rowson was very valuable to the Finance Committee and should remain. Dir. Maddalena may have found some leaders for a non-profit organization in the local fire fuels community.

NEXT SCHEDULED MEETING: September 19, 2023 at 6:00pm in Sierraville

ADJOURNMENT: Vice-Chair Hunter adjourned the meeting at 8:45 pm

Key: T – Tabled from previous meeting H – Handout

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