

June 23, 2022 Tuesday @ 6:00 PM
SIERRA COUNTY FIRE PROTECTION DISTRICT # 1
FIRE COMMISSIONERS MEETING AGENDA MINUTES
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. YOU MAY ALSO ACCESS VIDEO AND ONE-WAY AUDIO VIA ZOOM AT THE FOLLOWING LINK: <https://us02web.zoom.us/j/8274761160?pwd=NGVuTCtJL3d2akZGanpUVzlsSGF2UTo9>

Meeting ID: 827 476 1160, Passcode: 419056

CALL TO ORDER: 6:01 pm

Roll Call of Commissioners

{ X } Shawn Burt, Chairperson { X } Jeff McCollum { X } Tom Rowson { X } Richard Maddalena
{ X } Candy Hunter { X } Tom Archer { } vacancy

Quorum **Yes/No**

PUBLIC INTRODUCTION: John Mitchell and Mike Estrada from Calpine Community Fire Association (video recording), Russell Rosewood, Clerk Kelly Champion.

PUBLIC COMMENT: Russell Rosewood requested the siren in Calpine be operational and tested on Sunday's at noon.

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 five minutes.

MINUTES APPROVAL: Approval of the Minutes: 05/17/22 Commissioner Maddalena moved to adopt the minutes as presented, Commissioner Rowson seconded. 6 Ayes, motion passed.

FINANCIAL STATEMENT:

1. Review P&L, Balance Sheet, Report of Funds as of May 31, 2022 **H**
2. Approve Bill Payments **H**
Commissioner Archer moved to approve the Profit & Loss, Balance Sheet, Report of Funds and Bill Payments, Commissioner Hunter seconded. 6 Ayes, motion passed.
3. FYE 2023 Budget **H**
It was the consensus of the Commission to remove income line 5 of Incident Reimbursements of \$200,000 and corresponding expense line 32 for Incident Labor/Equipment of \$120,000, and also to reduce expense line 41, Reserve Transfer to \$180,000 to have a balanced budget. Commissioner Rowson moved to adopt the preliminary budget as amended, Commissioner McCollum seconded. 6 Ayes, motion passed.
4. Update on Prepositioning Pay Clerk has received two checks and waiting for invoice and payment info.

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

1. Chief's Report (Response Summary, Fleet, Communications System, Facilities)
2. Training / Recruitment/ Retention
3. Tour de Manure
Fire Chief Connolly was not present but provided a written report. The Commission took a few minutes to read the report and it was commented on the quality and presentation of the report. The need to get the volunteer flyers out to other agencies to post through social media and other avenues was discussed. Comm. Maddalena commented on the Tour de Manure and Comm. Hunter questioned the rider limit. The event had over 64 volunteers in total and Commissioners expressed their gratitude.

UNFINISHED BUSINESS:

1. Discussion/Action regarding Calpine siren (Shawn/Jeff) Chair Burt pointed out that the siren is still active. The committee was still facing challenges on pricing, Pat Blide was going to work on building a mount for the station and Bed Edwards was going to work on remote operation. Comm. Archer commented that Everbridge and other emergency alert systems cannot be underestimated.

2. Web Site Update (Candy) **Comm. Hunter worked with Rick to update the About Us page and was still working on Streamline's compliance recommendations. She reviewed her questions and comments with the Commission.**
3. Discussion/Action regarding fleet update/replacement priorities (Rick) **Comm. Maddalena reported that E84 was the highest priority engine for structure fires to be replaced and that Chief Connolly was working with Fremont F.D. to obtain a replacement. B84 is the highest priority engine replacement for brush fires and he is hoping to replace through a CalFire or TMFPD surplus. The Commission agreed to make the two engines priority.**
4. Discussion/Action - Capital Improvement Plan (Finance Committee) **H Comm. Maddalena presented the draft annual CIP. Clerk reviewed updates and areas still needing clarification.**
5. Discussion/Action regarding Sattley property (Rick) **Comm. Maddalena working on property address issues.**

NEW BUSINESS:

1. Introduction for Discussion: Code of Ethics and Values (Candy/Tom A) **The draft policy was presented and it was agreed to remove some items and shorten it.**
2. Introduction for Discussion: Financial Reserve Policy (Candy/Tom A) **There was discussion on various min. and max amounts to use for both Operating and Capital Reserves.**
6. Approval of Annual Audit Contract not to Exceed \$4,290 (Kelly) **Commissioner McCollum moved to approve the audit contract, Commissioner Maddalena seconded. 6 Ayes, motion passed.**

ANNOUNCEMENTS AND COMMENTS: Commissioner Maddalena announced that the Sheriff has launched the Zonehaven Evacuation Management and Community Support program. Clerk requested a letter for a resident stating their property is within the District for insurance purposes.

NEXT SCHEDULED MEETING: July 19, 2022 at 6:00pm in Sierraville

ADJOURNMENT: 7:23 pm

Key: **T** – Tabled from previous meeting **H** –Handout

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