

April 23, 2024 Tuesday @ 6:00 PM  
**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 video conference. 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=m9623b6c4e3d13e47101eb4db1d3497f4>

Meeting No. 2558 916 0066, Passcode: Sierra

**CALL TO ORDER:**

Roll Call of Directors

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

**PUBLIC INTRODUCTION:**

**PUBLIC COMMENT:** 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.

**CORRESPONDENCE:**

**MINUTES APPROVAL:** Approval of the Minutes: 3/19/24

**FINANCIAL STATEMENT:**

1. Review P&L, Balance Sheet, Report of Funds as of March 31, 2024 **H**
2. Approve Bill Payments **H**
3. Update on Fire Mitigation Fees **H**
4. Organization of Financial Committee

**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. Update on structure turnout purchasing for Volunteer Fire Capacity 50/50 grant

**UNFINISHED BUSINESS:**

1. Discussion regarding uncollected fire mitigation fees on Calpine permit #2019-021
2. 2024 Tour de Manure update (Rick)

**NEW BUSINESS:**

1. Discussion/Action regarding corrected 2023 index and revised fee including refunds of \$112.20 (Rick) **H**
2. Approval of 2024 Mitigation Fee rate request to Board of Supervisors (Rick) **H**
3. Discussion regarding CalFire Wildfire Prevention Grant application to fund Verdi road repair (Candy) **H**
4. Authorization to dispose of two non-op surplus snowblowers (Rick)
5. Approval of CalMutuals JPRIMA insurance renewal package for period 4/1/2024 through 4/1/2025 **H**
6. Approval of State Compensation Insurance Fund policy renewal for period 5/15/2024 through 5/15/2025 **H**

**ANNOUNCEMENTS AND COMMENTS:**

**NEXT SCHEDULED MEETING:** May 21, 2024 at 6:00pm in Sierraville

**ADJOURNMENT:**

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

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March 19, 2024 Tuesday @ 6:00 PM  
**SIERRA COUNTY FIRE PROTECTION DISTRICT # 1**  
**DIRECTORS MEETING AGENDA MINUTES**

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

This meeting will be conducted in person and via video conference. 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**

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

**PUBLIC INTRODUCTION: None**

**PUBLIC COMMENT:** 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.

**CORRESPONDENCE: Clerk questioned Chief Connolly about an email from MARS and he reported that there was an old invoice for fuel and meals from the Beckwourth assignment that was pending his approval, he took care of it.**

**MINUTES APPROVAL:** Approval of the Minutes: 1/16/24 and 2/20/24 **Dir. Rowson moved to approve the 1/16/24 and 2/20/24 minutes, Dir. Archer seconded. 6 Ayes (Commendatore, Archer, Rowson, Maddalena, Hunter, McCollum), 1 Absent (Fisher), motion passed.**

**FINANCIAL STATEMENT:**

1. Review P&L, Balance Sheet, Report of Funds as of February 29, 2024 **H**
2. Approve Bill Payments **H**
3. Update on Fire Mitigation Fees **H No new mitigation fees received. There was discussion regarding proposed AB2729. Dir. Maddalena moved to accept the financials as presented and approve the bill payments, Dir. Rowson seconded. 6 Ayes (Commendatore, Archer, Rowson, Maddalena, Hunter, McCollum), 1 Absent (Fisher), motion passed.**

**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. Update on wildland **structure** turnout purchasing for Volunteer Fire Capacity 50/50 grant **Chief Connolly reported one medical call, new handheld radios in service, mobiles to be installed, new remotes on overhead doors at Calpine station and sensor eyes moved so they don't malfunction, EMR/EMT refresher this Thursday with Jenni McGuire from Nor-Cal EMS, Ryan Solberg is back, Max Barasso helped with the storm and chimney fire recently. Needing to swap out some boots that are too small.**

**UNFINISHED BUSINESS:**

1. Public Hearing to hear public comment on the 2024-2025 Capital Improvement Plan – 6:15 pm **Chair Commendatore opened the public hearing at 6:15 pm and the CIP was discussed among the Directors. With no additional comment the Chair Commendatore closed the public hearing at 6:21 pm. It was acknowledged that the March CCI was not available yet.**

2. Resolution 2024-1, Adoption of the 2024-2025 Capital Improvement Plan **Dir Archer moved to waive the reading of Resolution 2024-1, Dir. McCollum seconded. 6 Ayes (Commendatore, Archer, Rowson, Maddalena, Hunter, McCollum), 1 Absent (Fisher), motion passed. Dir. Archer moved to adopt Resolution 2024-1, Dir. Hunter seconded. Chair Commendatore called for a roll call vote: Maddalena-Aye, Hunter-Aye, Rowson-Aye, Archer-Aye, McCollum-Aye, Commendatore-Aye; motion passed.**
3. Approval of MOU with Eastern Sierra Firefighter Auxiliary for Tour de Manure (Tom A) **H Dir. Archer moved to authorize Chair Commendatore to sign the MOU on behalf of the District and to approve the agreement, Dir. Maddalena seconded. 6 Ayes (Commendatore, Archer, Rowson, Maddalena, Hunter, McCollum), 1 Absent (Fisher), motion passed.**
4. Discussion regarding supply exchange issues (Victoria) **There was nothing new to report from Dir. Fisher. Chief Connolly reported a saline exchange with an ambulance on a dog bite response. Dir. Rowson moved to authorize the purchase of EMS supplies and equipment as needed not to exceed \$12,800, Dir. McCollum seconded. 6 Ayes (Commendatore, Archer, Rowson, Maddalena, Hunter, McCollum), 1 Absent (Fisher), motion passed.**

#### **NEW BUSINESS:**

1. Discussion regarding FY2025 Third Congressional district Appropriations Committee request for unfunded county-wide communications project **Dir. Maddalena presented the opportunity to use data from the previously unawarded countywide communications grant (FEMA) application in a submittal for an appropriations request. The Directors were in agreement and it was the consensus of the Board for him to proceed.**
5. **ANNOUNCEMENTS AND COMMENTS: Clerk announced that she would be traveling on April 16<sup>th</sup> and would need to attend remote. Dir. Archer moved to table the April 16<sup>th</sup> meeting to April 23<sup>rd</sup>, Dir. Hunter seconded. 6 Ayes (Commendatore, Archer, Rowson, Maddalena, Hunter, McCollum), 1 Absent (Fisher), motion passed.**

**NEXT SCHEDULED MEETING:** April 16, 2024 at 6:00pm in Sierraville **It was agreed to hold the next regular meeting on April 23<sup>rd</sup>, 2024.**

**ADJOURNMENT: 6:43 pm**

Key: T – Tabled from previous meeting H – Handout

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As Kelly worked with Catherine to get the SF Construction Index, we stumbled into a problem with indexing for last year. It is not clear how we got the wrong index, but Catherine has confirmed the numbers. It is apparent we overcompensated for inflation last year.

Here are the indexes for each of the last years:

21---13,137.16

22---15,126.84 up 1,989.68 or 15.15 %-- we were capped at 3%

23---15,362.28 up 235.44 or 1.56 % --- we reported 3.1% and were capped at 3.0%

24---15,458.96 up 96.68 or 0.63%

As noted, we thought we were authorized a 3% increase in 2023 that took our \$2.02 rate to \$2.08/ sq ft. We should have increased the \$2.02 rate by .0156% to get \$2.05/ sq ft.

As we apply the 2024 inflation, we should take the \$2.05 correct rate up by 0.63% to get \$2.06/ sq ft.

Kelly has calculated the appropriate refunds for those who paid the \$2.08 rate rather than the \$2.05 rate. This is not a lot of money and will likely be dwarfed by Kelly's cost to do the calculations and cut checks.

Kelly has prepared a spreadsheet to identify refunds. There is a possibility that at least one additional payment is being processed by the County. If we choose to make refunds, our motion to do so should extend to any other property owner who makes a payment at the \$2.08 rate.

/s/

Rick Maddalena

Finance Committee Member

**Sierra County Fire Protection District #1**

**Mitigation Fee Detail**

July 2022 through June 2024

	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Amount</u>	<u>Sq'</u>	<u>Fee Used</u>	<u>Corrected</u>	<u>Refund</u>
<b>Jul '22 - Jun 23</b>								
	08/15/2022	167	Calpine- Fruechting, Mountain Quail Rd Garage	2,940.00	1500	1.96		
	10/15/2022	1025	Sierraville- Goddard, W Willow Addition/Deck	3,709.30	1892.5	1.96		
	11/20/2022	112	Calpine- T. Butler Calpine Rd Occupancy Change/Garage	2,130.52	1087	1.96		
	12/10/2022	2885	Sierraville- J Pasquetti, E Main Storage Building	1,881.60	n/a			
	12/30/2022	142529	Residual Fire Mitigation Fees	32.00	n/a			
	01/10/2023	7711	Refund Fire Mitigation Fee, Steel Storage Building Rebuild After	-1,881.60	n/a			
	01/17/2023	3015	Sierraville- Mueller/Callaway, Amodei Ranch Rd Residence/Det	10,587.92	5402	1.96		
	04/17/2023	1055	Sierra Brooks- Connor, Sierra Brooks Dr Residence/Attached Ga	4,983.34	2467	2.02		
	06/15/2023	932	Loyalton Pines- T Timm, Hamlin Ln 30x50 Storage Bldg	2,850.00	1500	1.90		
				<u>27,233.08</u>				
<b>Jul '22 - Jun 23</b>								
<b>Jul '23 - Jun 24</b>								
	10/06/2023	1161	Sierra Brooks- Vannucci, 973 Sierra Brooks Dr MF Home	3,567.20	1715	2.08	2.05	\$51.45
	12/15/2023	2074	Calpine- Edwards, Calpine Ave Covered Deck	391.04	1846	1.96		
	12/15/2023	1671	Calpine- Forsythe, Westside Rd A-23, Addition to Barn	3,244.80	1560	2.08	2.05	\$46.80
	01/08/2024	122	Sierra Brooks- R Home, Round Up Residence/Attached Garage	3,858.20	1910	2.02		
	01/15/2024	99103	Sierraville- Neuffer, Lemon Canyon Rd, Generator Shed	468.00	225	2.08	2.05	\$6.75
	02/16/2024	717	Sierraville- Ciganik, Fiberboard Rd As-Built Barn	499.20	240	2.08	2.05	\$7.20
				<u>12,028.44</u>				
<b>Jul '23 - Jun 24</b>								
<b>TOTAL</b>				<u><u>39,261.52</u></u>				<u><u>\$112.20</u></u>