

September 14, 2021 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.

CALL TO ORDER: 6:00 pm

Roll Call of Commissioners

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

Quorum **Yes**/No

PUBLIC INTRODUCTION: Mick Connolly, Fire Chief. Kelly Champion, Clerk (6:02) Paul Roen, Supervisor.

PUBLIC COMMENT: No public comment.

MINUTES APPROVAL: Approval of the Minutes: 8/10/21 **Commissioner Hunter moved to approve the 8/10/21 minutes, Commissioner Archer seconded. 7 Ayes (Maddalena, Archer, Hunter, Burt, McCollum, Belli, Rowson) motion passed.**

FINANCIAL STATEMENT:

1. Review P&L, Balance Sheet, Report of Funds as of August 31, 2021 **H**
2. Approve Bill Payments **H Commissioner Archer moved to approve the payment of the bills, Commissioner Hunter seconded. 6 Ayes (Maddalena, Archer, Hunter, Burt, McCollum, Rowson) 1 Abstain (Belli) motion passed.**

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

1. Chief's Report (Response Summary, Fleet, Communications System, Faculties) (Mick) **Chief Connolly reported there were some medical calls and a lightening strike that turned into a good training exercise. Volunteer Ben is working on radio updating and mapping hydrants. The SCFPD#1 had 30 days of preposition mutual aid assignments and did a lot of training during that time including working with a Forest Service engine and doing a saw class and a pump class. Preposition aid is standing down at this time.**
2. Training / Recruitment/ Retention (Mick) **Several interested volunteers attended the Calpine Marketplace event over the weekend and Chief Connolly mentioned volunteer Jeanne was having a birthday soon and he would like to present gifts for birthdays as retention incentives.**
3. Discussion/Action: Purchase of Vector Solutions for fire training (Mick) **Chief Connolly discussed the benefit of a Vector training program which allows for the District to assign and track work. It is needed mainly for structure fires and can be used for public safety 1st aid and basic 32 requirements. It allows for volunteers to get through training in 6 months. Direction was given to Chief Connolly to find out what the costs would be.**
Chief Connolly reported that the sign was installed at the Calpine Station and the ones in Sattley and Sierraville were ready for installation. The 2 water tanks in Sattley have been filled. Commissioner Hunter inquired if the District can verify the Verdi tank is full and not leaking and the response was that it has been tested.

Item 6 of NEW BUSINESS was moved to discuss here: Discussion/Action regarding Calpine pond restoration project. **Supervisor Roen reported that the Sierra County Waterworks District has engagement with the County requesting Title III funds and they are also looking for other opportunities to help mitigate the cost. The permit process has started. There was discussion on the need for a silt trap to make it more sustainable.**

UNFINISHED BUSINESS:

1. Status of appeal for fire services rendered during the Loylton Fire (Rick/Kelly) **Commissioner Maddalena and Tim Beals were working with Cal OES on the second appeal, Cal OES was on schedule to submit to FEMA by end of August.**
2. Update on PSPS Grant/generator install in Calpine and Sierraville (Rick) **Project still in permit process, provider not going to do the mount in Sierraville, Nov 1st progress report is due.**
3. Update on AFG Grant for turnout gear (Mick/Kelly) **No update at this time.**

NEW BUSINESS:

Item 6 below was moved to 1. Discussion/Action regarding Calpine pond restoration project. **Paul Roen reported that there has been engagement with the County regarding using Title III funds and he is looking for opportunities to help mitigate the cost. The permit process has started. There was discussion on the need for a silt trap to make it more sustainable.**

1. Action Item: Consideration of proposals for FYE 20/21 Annual Audit (Kelly) **Clerk received communication that Robert Johnson CPA was not able to perform the FYE 6/30/21 audit and she presented a proposal from SingletonAuman PC for \$6,500 and Zach Pehling CPAs for \$3,900. Commissioner Maddalena moved to retain Zach Pehling's firm for 1 year, Commissioner Belli seconded. 7 Ayes (Maddalena, Archer, Hunter, Burt, McCollum, Belli, Rowson) motion passed.**
2. Review/Discussion/Action – Final 2021/2022 Budget (Laurie) **Commissioner Belli presented the Final Budget documents pointing out that the Property Tax revenues were budgeted high. Commissioner Hunter asked for clarification on the Verdi Assessment Fees and mentioned the cost of the County Admin Fees. She also asked if the Truckee Meadows contract would increase. Commissioner Archer moved to approve the Final 2021/2022 Budget, Commissioner McCollum seconded. 7 Ayes (Maddalena, Archer, Hunter, Burt, McCollum, Belli, Rowson) motion passed.**
3. Report of tax roll info from Sierra County Assessor (Tom R.) **Chairperson Rowson handed out a worksheet with the 2020/2021 assessed values. He worked with Laura Marshall at the County Assessor's Office to prepare the calculations, which did not change much from the previous period. The percentages are used for the Loyaltan Service Area Agreement property tax disbursements.**
4. Discussion/Action regarding report of Utility Tax dispersal from Sierra County Auditor (Tom R.) **Chairperson Rowson reported that the Utility Tax was an assessment from 2 years ago and it was not expected to be ongoing. Commissioner Hunter expressed that the Verdi Assessment revenues did not look accurate. Chairperson Rowson and Commissioner Hunter to engage further with Van Maddox to find out why Verdi revenues were not as expected.**
5. Discussion/Action regarding purchase of a Type 2 brush truck with cascade for \$2,000 (Mick/Jeff/Rick) **Chief Connolly presented the District with an opportunity to purchase a Type 2 or 3 Brush truck with a Cascade system and pump & roll capability. Commissioner McCollum motioned to approve the purchase of the Type 2 brush truck from Calaveras Consolidated Fire PD, Commissioner Archer seconded. 7 Ayes (Maddalena, Archer, Hunter, Burt, McCollum, Belli, Rowson) motion passed. It was agreed that mileage and meals would be reimbursed for volunteers to go pick it up. Commissioner Archer felt that extra revenue from mutual aid responses should be reserved for prepayment to volunteers.**
6. Discussion/Action regarding Calpine pond restoration project (Rick) **Discussed before Unfinished Business above.**
7. Briefing on Cal OES preposition program (Tom R.) **Chairperson Rowson reviewed the California state mutual aid pre-incident preparedness program, Chief Connolly clarified the red flag conditions and billing process.**
8. Discussion/Action: Consideration of funds to use for prepayment to volunteers with regards to Cal OES preposition pay. (Tom R./Kelly) **Chairperson Rowson presented a handout showing estimated gross billings, labor and equipment costs and net revenues to the District. Chair Rowson asked that the Commission consider making partial payment to volunteer firefighters for their time on the Cal OES preposition for the period 8/11/21 to 9/6/21 totaling \$39,000. Commissioner Archer considered reserving the extra revenue for future volunteer prepayments and asked the Clerk to discuss with the auditor. Commissioner Burt felt the District should have a Policy regarding payment to volunteers prior to issuing checks. Commissioner Archer moved to pay the volunteers the presented partial payment of totaling \$39,000, Commissioner McCollum seconded. 6 Ayes (Maddalena, Archer, Hunter, McCollum, Belli, Rowson) 1 Nay (Burt) motion passed.**

ANNOUNCEMENTS AND COMMENTS: Chairperson Rowson will connect with Tim Beals to finish the mitigation fee payment process. He is also going to email the link to free Brown Act trainings through the County and reminded Commissioners of the required Ethics Training. The Commission to review District Bi-Laws in upcoming meetings.

NEXT SCHEDULED MEETING: October 12, 2021 at 6:00pm in Sierraville

ADJOURNMENT: 7:50 pm

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

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