



ZAYANTE FIRE PROTECTION DISTRICT

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Board of Directors Minutes of the Regular Meeting January 21, 2020

1.0: CALL TO ORDER:

Chairperson Maxwell called the regular meeting of the Zayante Fire Protection Board of Directors to order at 7:00 PM.

2.0: FLAG SALUTE:

3.0: DIRECTOR ATTENDANCE:

Directors Present: Clark, Herceg, Maxwell and Tarbet

Fire Department: Chief Stipes

Absent: Fleming

4.0: PREVIOUS MEETING MINUTES:

The minutes from the December 17, 2019 regular meeting could not be passed due to there not being a quorum from the December meeting. They were deferred until the meeting in February.

5.0: ADDITIONS AND DELETIONS TO THE AGENDA:

Additions to the agenda may be added as a discussion item. The Board will not take action on any added items at this meeting. The Board may elect to add the item to a future meeting for action. Delete 6.1 and add 10.1

6.0: PUBLIC RESPONSE: (State name, address and subject. Time limit of five minutes subject to Board discretion)

SLVARC use application was submitted. Upon motion by Director Clark and duly seconded by Director Tarbet this was approved by a unanimous vote.

7.0: CORRESPONDENCE: none

8.0: COMMITTEE REPORTS:

8.1: **Chiefs Report:**

- Calls for service: 24 calls, 5-MVA, 2- confirmed structure, 1-gas out, 10-EMS, 3-smoke checks, 1-public service, 1-unconfirmed structure, 1-fire alarm
- Chief Stipes received a subpoena for a case that is taking place over the hill between a Sprinkler Co and an Insurance Co.
- Utility 2496 had an accident while parked for an incident. There is a bid out to Todd Kraft for repairs
- Chiefs Feed BOU is Friday night.
- 2020-1 Fire code copies are ready to mail.
- Chief Stipes is looking into the debt serv account which has a total of \$4073.06 and how to deal with it.

- Last years purchases are being gone through and any purchases that taxes were not paid will be sent to the Tax Board.
- The Treasury Oversight commission will meet January 22, 2020 and Chief Stipes will attend.

8.2: SLV District Council:

Captain Dalton Warren attended this meeting and briefed Chief Stipes. There was discussion about the Valley training plan which is coming up Also talked about the burn trailer and the repairs which need to be done on it. Chief Stipes will be looking into 172 money for the repairs.

8.3: County Chiefs/EMSIA:

These will both meet on Thursday. They will discuss a MOU for the subcontract between EMSIA and AMR. This should get ratified and signed on Thursday.

8.4: Operations Section: Didn't attend

8.5: Training Section: Didn't attend

9.0: OLD BUSINESS:

9.1: Nothing new on the Website.

10.0: NEW BUSINESS:

10.1: The auditor was contacted, and they came out and started the audit. The only deficiency was their concern about how the strike teams are paid. Chief Stipes is working on this. There was much discussion on this.

11.0: POLICY AND PLANNING: (As necessary for the District to perform its function as required by law.)

11.1: Goals for 2020 Chief and District

- Recruitment of new volunteers: discussion on how to implement this
- Update policy manual
- Driver training for more class B drivers: after the EMT recertification this will be started
- Woman's bathroom upgrade/update: the shower room needs updating and new tile
- Start to transition to t-8 light fixtures: as the old bulbs burn out, they will be replaced

Board Goals for 2020

Discussion on:

- Survey of Fire personnel to be done before the final budget in September
- 3-year revenue expense forecast
- 5-year capital outlay plan
- Clean Audit.

12.0: OTHER BUSINESS:

- AB1234 has been completed by everyone. AB1661 needs to be completed by everyone before June when the insurance policy comes due. If not done, the premium will be raised by 10%. Make sure you do AB1661 and not 1825.
- Directors Fleming, Herceg and Maxwell are up for reelection this year.

13.0: BUDGET AND BILLS:

13.1: Approval of Bills:

- Upon motion by Director Clark and duly seconded by Director Herceg, bills in the amount of \$71833.81 were approved for payment by a unanimous vote.
- Upon motion by Director Tarbet and duly seconded by Director Clark, bills in the amount of \$3940.80 were approved for payment by a unanimous vote.
- Upon motion by Director Herceg and duly seconded by Director Tarbet, bills in the amount of \$4608.63 were approved for payment by a unanimous vote.

- Payroll: approved periods 1 and 2.

14.0: PERSONNEL:

- A recommendation has been made to appoint Alberto Chagolla to the position of probationary firefighter. This was approved.

15 .0: NEXT MEETING:

February 18, 2020

ADJOURNMENT: 8:55 PM