



ZAYANTE FIRE PROTECTION DISTRICT

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Board of Directors

Minutes of the Regular Meeting

August 17, 2023

1.0: CALL TO ORDER:

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

Directors present: Fleming, Locatelli, Schneider and Tarbet

Staff present: Chief Maxwell

Absent: Herceg

2.0: FLAG SALUTE:

3.0: 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. 6.2 Addition Station use Application Ham Radio Club

4.0: PUBLIC COMMENT: None

5.0: PUBLIC HEARING:

6.0: CORRESPONDANCE:

6.1: Station Use Application from the Little League. They wanted to meet August 13, 2023 this was approved beforehand.

6.2:

7.0: CONSENT AGENDA:

7.1: Approval of July 20, 2023, minutes

7.2: **Summary:** ZFPD Revenue and Expense report for the month of July 1, 2023, through July 31, 2023.

7.3: **Review of Payroll:**

7.4: Upon motion by Director Locatelli and duly seconded by Director Tarbet the consent agenda was approved by a unanimous vote.

8.0: REVIEW CLAIMS:

8.1: **Action Item:** ZFPD Upon motion by Director Schneider and duly seconded by Director Tarbet, Claims Disbursements for the month of July 1, 2023 through July 31, 2023, in the amount of \$147,013.22 was approved by a unanimous vote.

9.0: CHIEFS REPORT:

9.1: Administration:

- Chief Maxwell has resubmitted the AMR invoices for 2022 and the first quarter of 2023. Out of the 54 invoices AMR has only accepted 19 of them for reimbursement. We continue to wait pending a review. He has also sent notice to EMSIA and AMR to exclude 2466 from the System Supplemental Transport Service.
- The 23-24 Measure O Supplemental Tax Assessment has been complied and submitted.
- Of the 968 mailers sent out 199 were returned. There were 6 calls and 141 paid (\$2825)
- The Award Volunteer Fire Capacity Grant was received. This is a 50/50 match with the total being \$19,939.92
- 4 bids were received for the concrete project out front. Floor damage was noted after community use function. Repair was requested and has been completed by SL Floors.
- All vehicles are up and running.
- The district payroll, claims, journal entries and deposits submitted weekly or on schedule.
- The 2021 and 2022 District Audited Basic Financial Statements submitted to Auditor Controller.
- Attended County EMSIA, Fire Chiefs, SLV District Council meetings and the ARD Preclearance Process meeting.
- Attended Board Sub committee meeting regarding Felton 7/28/23. Met with Felton Fire Chief 8/3/23.
- Canceled CalFire/Zayante Fire auto aid agreement for Upper Zayante/Hutchinson Area after discussion with CalFire.

9.2: Apparatus:

- Engine 2410 returned from annual service-repaired radiator, replaced batteries, replaced 6 tires with pump test and opacity tests completed.
- WT2450 returned from annual service on 7/24/23-8/3/23-repaired main pump seal, master stream plumbing, replaced 2 front tires, ABS indicator repaired, pump test and opacity tests completed.
- Engine 2412 completed annual service with pump test and opacity test.
- BAR File report due requiring smog on all odd numbered vehicles which includes R2466 and B2403.
- E2414. Has been posted for sale on Brindlee Mountain Fire Apparatus.

9.3: Training:

- Concentrated Firefighter-1 skill training continues. BC Maloon has returned after a one year leave of absence and resumed Training Officer duties.

9.4: Prevention:

- Met with resident at 11882 Lakeshore Dr for HIZ inspection.
- Firewise committee from Quail Hollow/Marion submitted their application for recognition to Firewise.
- The owner of 11080 Lake Blvd requested research of a permit hold for their property since 1988. This was inspected and signed off as the final inspection fees were paid

9.5: Stations and Grounds:

- Resealing of the FF statue has been completed.
- Parking lines and Landing Zone lines are still being painted.
- Upstairs toilet leak was repaired and is under review.

9.6: Incident Response Summary:

- July total calls: 27 EMS-12, Vehicle Fire-1, MVA-1, Natural Gas Leak-1, Mutual Aid-2, Smoke Checks-1, Wires down-1, Canceled-3, Public Service-5

9.7: Budget:

- 23-24 Budget scheduled for final adoption by resolution at the September meeting in conjunction with an Appropriations Limitations resolution.
- \$900 in donations has been received from Mrs. Karen Sellers of Harvard Dr Ben Lomond in appreciation of services rendered.

10.0: UNFINISHED BUSINESS:

10.1: Shared services-Felton Fire Protection District:

- The subcommittee met to discuss the meeting which was canceled.

10.2: Independent Contractor Agreement-County of Santa Cruz:

- Waiting for the final draft from the Auditor. The consensus is to approve revisions.

11.0: NEW BUSINESS:

11.1: Upon motion by Director Locatelli, and duly seconded by Director Locatelli, Resolution #514-11-23, Approving Department of Forestry and Fire Protection VFC Agreement #7GF23133 for wildland personal protective clothing in the amount of \$9969.96, was approved by a unanimous vote.

11.2: Review and award bid for concrete work for the apron which was damaged in the flood. Discussion was held, upon motion by Director Tarbet and duly seconded by Director Schneider the bid for \$12,000 was accepted by unanimous vote.

12.0: CLOSED SESSION:

13.0: RE-AJOURN OPEN SESSION AND REPORTING OF ACTIONS:

14.0: ITEMS FOR NEXT AGENDA:

15.0: ADJOURNMENT: 7:53

NEXT MEETINGS:

September 21, 2023