



ZAYANTE FIRE PROTECTION DISTRICT

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Board of Directors

Minutes of the Regular Meeting

January 18, 2024

1.0: CALL TO ORDER:

Chairperson Schneider called the meeting of the Zayante Fire Protection Board of Directors to order at 7:03 PM.

Directors present: Fleming, Herceg, Locatelli, Schneider and Tarbet

Staff present: Chief Maxwell

Absent:

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 act on any added items at this meeting. The Board may elect to add the item to a future meeting for action. **none**

4.0: PUBLIC COMMENT: None

5.0: PUBLIC HEARING:

6.0: CORRESPONDANCE:

6.1: A letter was received from Pehling and Pehling containing the Audit Agreement.

6.2: A donation letter was received from Mr. and Mrs. Bruce.

6.3: SLVWD rate increase protest ballot was received.

7.0: CONSENT AGENDA:

7.1: Approval of December 20, 2023, minutes.

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

7.3: Director Schneider reviewed and signed payroll.

7.4: Upon motion by Director Locatelli and duly seconded by Director Fleming the consent agenda was approved with correction by a 4-0 vote with Director Tarbet abstaining due to her absence at the meeting.

8.0: REVIEW CLAIMS:

8.1: Action Item: Upon motion by Director Herceg and duly seconded by Director Tarbet, Claims Disbursements for the month of November 1, 2023, through November 30th and the December 27, 2023, batch reports, in the amount of \$25,666.39 were approved by a

unanimous vote of 5-0. Three December batch claims were reviewed and approved at the December meeting.

9.0: CHIEFS REPORT:

9.1: Administration:

- Chief Maxwell attended 3 Assistance to Firefighter virtual workshops in preparation or AGF FY 23 Grant cycle.
- He completed FemaGO registration for grant cycle preparation.
- Attended SCFAIG, Fire-EMS Task Team and County Chiefs meeting.
- Pehling and Pehling was on site for FY Audit and review of files.
- All claims, deposits, and Journal entries processed in a timely manner.

9.2: Apparatus: All apparatus is in service.

- All Apparatus is in service.
- R2465 had damage due to a backing incident during a response. A new tailgate has been found and repairs are being done.
- 2004 Tahoe Replaced water pump, thermostat, belt tension pulley and belts.
- Conducted monthly siren test while on generator power.

9.3: Training:

- Monthly training before holiday break included Ladders, and EMS skills.

9.4: Prevention:

- Met with MBARD and Valley Chiefs representatives regarding burn season rules.

9.5: Stations and Grounds:

- Firefighter Paul installed a new SMA modem to communicate solar panel data with a web-based dashboard that was recently upgraded to a new platform.
- County Elections conducted a facility inspection in preparation of Election cycle and public use.
- Ron Raymond evaluated and verified electrical circuits for Siren back up power supply and labeled panels.

9.6: Incident Response Summary:

- December total calls: 36 EMS-18, Vehicle Fire, MVA-4, Gas investigation, Mutual Aid-9 (Ben Lomond, Felton, Central, Scotts Valley, Santa Cruz County Fire), Smoke Checks-1, Wires down-2, Structure Fire-2

9.7: Budget:

- Revenue to date: \$450,071.16
- Reg and extra help pay, OASDI-SS, UI, Workers Comp to date: \$303,578.78 includes Volunteer Annual Pay and Strike Team Payout.
- Service and Supply to date: \$92,310.10

10.0: UNFINISHED BUSINESS:

10.1: Finance Subcommittee report Director Locatelli

- Update and Discussion

11.0: NEW BUSINESS:

11.1: Action Item: Upon motion by Director Fleming and duly seconded by Director Herceg, Resolution 519-01-24, Establishing Capital and Fixed Asset Values and voiding Resolutions 3-82 and 73-3-83 addressing same and attached was approved by a unanimous vote of 5-0.

11.2: Action Item: Upon motion by Director Locatelli and duly seconded by Director Tarbet Resolution 520-2-24 Authorizing and appropriating the transfer of funds from Contingency and Accounting and Auditing Fees budget objects to OASDI Social Security budget object to cover a FICA withholding shortfall from 2022 was approved by a unanimous vote of 5-0.

11.3: Action Item: Upon motion by Director Herceg and duly seconded by Director Fleming, Resolution 521-13-24, Accepting unanticipated revenue of \$1,540.00 from the Zayante Firefighters Association Reimbursing Training Registration Fees for Firefighter rescue training courses. This was approved by a unanimous vote of 5-0.

12.0: CLOSED SESSION:

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

14.0: ITEMS FOR NEXT AGENDA:

15.0: ADJOURNMENT: 8:05

NEXT MEETINGS:

February 15, 2024