



## ZAYANTE FIRE PROTECTION DISTRICT

7700 East Zayante Road, Felton CA 95018

Ph: 831-335-5100 Fx: 831-335-5199

# **Board of Directors**

## **Minutes of the Regular Meeting**

### **March 21, 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 Tabet

**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 take action on any added items at this meeting. The Board may elect to add the item to a future meeting for action.

Added by majority vote due to time restrictions: 11.2 Type 6 engine discussion/authorization.

#### **4.0: PUBLIC COMMENT:** None

#### **5.0: PUBLIC HEARING:**

#### **6.0: CORRESPONDANCE:**

6.1: Felton Fire Protection District Executive Services Request for Proposal.

6.2: SLV Bobcat Club requested a donation of a ride to school in a Fire Engine. Upon motion by Director Tabet and duly seconded by Director Locatelli, A ride to school for one child with 1 parent from the Fire Station was approved by a unanimous vote of 5-0.

#### **7.0: CONSENT AGENDA:**

7.1: Approval of February 15, 2024, minutes

7.2: Approval of March 7, 2024, Special meeting Minutes

7.3: Summary: ZFPD Revenue and Expense report for the month of February 1, 2024, through February 31, 2024.

7.4: Director Schneider reviewed and signed the payroll.

7.5: Upon motion by Director Tabet and duly seconded by Director Herceg the consent agenda was approved by a unanimous 5-0 vote.

## **8.0: REVIEW CLAIMS:**

**8.1: Action Item:** Upon motion by Director Schneider and duly seconded by Director Locatelli Claims Disbursements for the month of February 1, 2024, through February 29, 2024, in the amount of \$28,768.32 were approved by a unanimous vote of 5-0.

## **9.0: CHIEFS REPORT:**

### **9.1: Administration:**

- Chief Maxwell attended EMSIA, and County Chiefs meeting.
- Conducted 2 finance committee meetings.
- Met with Granite Rock and submitted Siren Grant request to Granite Cares
- Monitored 4 National Weather Service/County Storm briefings.
- Processed New Engine Incumbency and Payment approvals required for licensing, requested DMV licensing documentation.
- Attended AT&T town hall meeting in Felton addressing their application to file for COLR relief.
- Filed CPUC comments to AT&T opposing proposals to discontinue landline service.
- Requested reimbursement for damages to a wall picture. The Boy Scouts will pay for it.
- E2436 with Captain Amadeo, Engineer Graff, Firefighters Paul and Belleville staffed an OES Preposition request for a Type 3 Engine due to anticipated mud and debris flow concerns for Santa Cruz County from February 18-20, 2024.
- All claims, deposits, and Journal entries processed in a timely manner. Continue to follow up on hotel double billing from the Apparatus Inspection Trip
- Processed Journal Entry to close out budget object: “Adjusting Services” to mark Insurance claim close out.
- The County has advised that going forward the district will be required to file financial reporting to the State Controller’s Office. This is usually done by the County Auditor Controller function but they are no longer able to compile and submit this report so our auditor will do it for us.

### **9.2: Apparatus: All apparatus is in service.**

- All Apparatus is in service.
- E2437 had emblems and labels applied.
- Scheduled 2436 and 2411 for annual maintenance.
- Conducted monthly siren test while on Generator power.

### **9.3: Training:**

- Monthly training dedicated to EMS skills.

### **9.4: Prevention:**

- Follow up with MBARD reviewing “Exemption” certification process for backyard burn restrictions based on parcel size.
- Volunteer Firefighters Hagen, Broughton, Paul, Vazquez and Maxwell committed 6 hours to a chipping project for access, fuel reduction and visibility on Lower Lake Blvd on February 24, 2024.

### **9.5: Stations and Grounds:**

- Fire Station 3 was broken into and there was significant damage to the entry door as well loss of equipment to include a Holmatro hydraulic rescue combi tool and power unit, portable radio Stihl chain saw, 2 rope rescue equipment caches, Haligan bar, flat head axe, burn injury bag, and bolt cutter. The Sheriff investigated and took a report. Retired Captain

Ellis is sourcing a replacement metal frame/door to secure the building. The Engine was relocated to Station 1. Station closed until further notice.

- Station 1 drainage was maintained several times including unplugging culvert under the drive entryway.
- Ron Raymond continued mapping circuits and accessed walled in electrical panel for relay replacement. Identified failed relay and restored bathroom exhaust fans.

**9.6: Incident Response Summary:**

- February total calls: **40** Structure Fire-1, EMS-12, Vehicle Fire-, MVA-1, Gas investigation-1, Mutual Aid-, Smoke Investigation-3, Gas investigation-1, Fire Alarm-4, Wires down-10, Canceled, Public Service-8,

**9.7: Budget:**

- Revenue to date: \$456,179.06
- Reg and extra help pay, OASDI-SS, UI, Workers Comp to date \$335,663.18 includes Volunteer Annual Pay and 1 Strike Team Payout.
- Service and Supply to date: \$135,204.78.

**10.0: UNFINISHED BUSINESS:**

**10.1:** Finance Subcommittee report Director Locatelli

- Discussion and approval of Press release to go to News agencies. Worked on letter for community meetings. Worked on Information to post for web site for Parcel Measure.

**11.0: NEW BUSINESS:**

**11.1:** Discussion on the Felton Fire Protection District Executive Services Request for a Proposal. Upon motion by Director Schneider and duly seconded by Director Tarbet, the request was denied by a unanimous vote 5-0.

**11.2:** Upon motion by Director Locatelli and duly seconded by Director Fleming, after discussion it was agreed on to sell Engine 2412 and to sell Rescue 2465. The surplus sale revenue will support the ability to purchase a Type 6 Engine - 2006 Westates Ford F550 with direction to the Chief to purchase within agreed-on limits after due diligence is completed. This was approved by a unanimous vote 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: 8:25**

**NEXT MEETINGS:**

April 11, 2024