



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

May 16, 2024

1.0: CALL TO ORDER:

Chairperson Schneider called the meeting of the Zayante Fire Protection Board of Directors to order at 7:10 PM.

Directors present: Fleming, Locatelli, Schneider

Staff present: Chief Maxwell

Absent: Herceg and Tarbet

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.

11.1 but moved to beginning of meeting.

Wilderfield Road Gate Proposal: Discussion, on placing a gate and cameras near station 3. They would like to use power from Station 3. After a presentation by community representatives it was decided to make a decision at a later meeting when there is more information.

4.0: PUBLIC COMMENT: None

5.0: PUBLIC HEARING:

Opened at 7:45 – No public present.

Review and adopt 2024-2025 inspection fee schedule as amended. Upon motion by Director Fleming and duly seconded by Director Locatelli, the Board approved the 2024-2025 fee schedule by a unanimous vote 3/0.

Closed at 7:46

6.0: CORRESPONDANCE:

6.1: Upon motion by Director Schneider and duly seconded by Director Fleming, the Radio Club Facility use application was approved by a unanimous vote 3/0

6.2: Scotts Vally Fire District Letter of Appreciation. – Received.

7.0: CONSENT AGENDA:

7.1: Approval of April 11, 2024, regular meeting minutes.

7.2: Aproval of May 6, 2024, regular meeting minutes

7.3: Summary: ZFPD Revenue and Expense report for the month of April 1, 2024, through April 30, 2024.

7.4: Director Schneider reviewed and signed the payroll.

7.5: Upon motion by Director Fleming and duly seconded by Director Locatelli, the consent agenda except for 7.2 the accepting of the May 6, 2024 minutes which were put on hold until the next meeting were approved by a unanimous vote. 3/0

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 April 1, 2024, through April 30, 2024, in the amount of \$24,089.10 were approved by a unanimous vote of 3-0.

8.2: Upon motion by Director Schneider and duly seconded by Director Fleming, the 2022-2023 Basic Financial Statement-audited was accepted and approved by a unanimous vote. 3/0

8.3: Legal Notice - Stale dated Warrant Escheatment Notice – Reviewed and accepted.

9.0: CHIEFS REPORT:

9.1: Administration:

- Chief Maxwell conducted 2 finance committee meetings as well as hosting the County Chiefs and EMSIA.
- Transitioned dispatch protocol from Preferred to Fixed with Netcom.
- Obtained Pink Slip and bill of Sale for 2008 Ford Expedition and transferred title with DMV.
- Confirmed Landing Zone ZY2 Status with Netcom.
- Received positive response to the Federal Wildland Skid Grant and is processing the second phase.
- Posted Sentinel Stale Dated Warrant notice.
- Completed credit application to Sourcewell to replace WEX as a fuel vendor.
- Approved OES invoice for 2024 Preposition.
- Submitted Financial Statement MD&A response to Auditor.
- All claims, deposits, Journal entries processed in a timely manner. Posted Escheatment notice to the Sentinel to address resolution on Stale Dated Warrants.

9.2: Apparatus: All apparatus is in service.

- All Apparatus is in service.
- E2437 pending final check list from vendor and licensing and registration correction.
- Conducted prepurchase inspection on Used Type 6 Engine.
- Conducted monthly siren test.

9.3: Training:

- Monthly training dedicated to Wildland Firefighting skills and EMS skills.

9.4: Prevention:

- Attended Fire Safe Council and Firewise leaders' event, Planning Commission meeting on low impact camping ordinance.
- Attended Ellen Road Association Annual Road meeting for updates and recruitment.

9.5: Stations and Grounds:

- Station 1 drainage was maintained several times.

9.6: Incident Response Summary:

- April total calls: 26 Structure Fire-0, EMS-12, Vehicle Fire-, MVA-3, Gas investigation-, Mutual Aid-5, Smoke Investigation-1, Gas investigation-0, Fire Alarm-1, Wires down-1, Canceled, Public Service-3,

9.7: Budget:

- Revenue to date: \$626,903.19
- Reg and extra help pay, OASDI-SS, UI, Workers Comp to date \$367,424.71 includes Volunteer Annual Pay and Strike Team Payout.
- Service and Supply to date: \$165,917.68.

10.0: UNFINISHED BUSINESS:

10.1: Finance Subcommittee report Director Locatelli.

- Ballot measure correction to original vote
- 1 to 4.99 acres vacant parcels amount to be \$50
5+ acres vacant parcels amount to be \$100
Residence, commercial and misc. improvements to be \$290
Upon motion by Director Locatelli and duly seconded by Director Schneider the corrections to the ballot measure amounts were approved by unanimous vote. 3/0

11.0: NEW BUSINESS:

11.1: Wilderfield Road Association Gate request discussed earlier in the meeting

11.2: Upon motion by Director Locatelli and duly seconded by Director Schneider Resolution 526-27-24 a resolution Requesting County Elections to Conduct an election, Requesting Consolidation of Election for Directors and Parcel Measure was approved by a unanimous vote 3/0

11.3: Upon motion by Director Fleming and duly seconded by Director Schneider, Resolution 527-28-24 Accepting unanticipated Revenue Cal OES Preposition \$16,634.82 was approved by a unanimous vote 3/0

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

13.0: ITEMS FOR NEXT AGENDA:

14.0: ADJOURNMENT: 8:30

NEXT MEETINGS:

June 13, 2024