



ZAYANTE FIRE PROTECTION DISTRICT

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Board of Directors

Minutes of the Regular Meeting

February 13, 2025

1.0: CALL TO ORDER:

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

Directors present: Fleming, Herceg, Locatelli, Schneider, 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

4.0: PUBLIC COMMENT: None

5.0: PUBLIC HEARING:

6.0: CORRESPONDANCE:

6.1: LAFCO Ballot- Upon motion by Director Fleming and duly seconded by Director Herceg, a vote was made for the member and alternate members to serve on the LAFCO Board. This was approved by a unanimous vote of 5/0. Discussion was also held on Fire services within the County.

7.0: CONSENT AGENDA:

7.1: Upon motion by Director Schneider and duly seconded by Director Fleming the consent agenda through January 31, 2025, was approved by a unanimous vote of 5/0.

7.2: Summary: ZFDP Revenue and Expense report though January 31, 2025.

7.3: Review of Payroll

8.0: REVIEW CLAIMS:

8.1: **Action Item:** Upon motion by Director Schneider and duly seconded by Director Herceg, Claims Disbursements for the month of January 1, 2025, through January 31, 2025, in the amount of \$122,215.21 were approved by a unanimous vote of 5/0.

9.0: CHIEFS REPORT:

9.1: Administration:

- Chief Maxwell Attended County Chiefs Meeting. Attended FIRE-EMS Task Team, Fire Prevention Officers, Fire Investigation Task Force Meeting: Scheduled two pre-employment physicals and conducted interviews. Chief Maloon submitted for SAFER grant reimbursement for December expenses and filed a California Office of Traffic Safety Grant for electric extrication tools at a value \$67,141. This Grant is a regional application including Boulder Creek, Ben Lomond and Felton. He also submitted an Assistance to Firefighters Grant for hose and nozzles.
- All claims, deposits, Journal entries processed in a timely manner. Rejected an Auditor-Controller Agreement for a 2-year cost increase amendment as we are currently in contract. Processed 2024 parcel tax receipts. Continued dialogue with County Parks re: Supplemental Tax liability. Reviewed final FY23-24 Financial Statements submitted by Auditor Zach Pehling.

9.2: Apparatus: All apparatus is in service.

- All Apparatus is in service.
- Conducted monthly siren test
- The 2006 Ford F550 Type 6 Wildland Fire engine (2447) was delivered and inspected. Monitored E2446 build up process at Burton's Fire.

9.3: Training:

- Monthly training included EMS Skills, Tactical Ventilation skills and Rope Rescue techniques.

9.4: Prevention:

- Reviewed proposed changes to Fire Prevention Officers Standard 07,12,13,14,15,16,17.
- Met with Quail Hollow Firewise leadership discussing Water Supply concerns.

9.5: Stations and Grounds:

- Station 1 Continued vegetation management as well on drainage ditch winter maintenance.
- Obtained Bid for hazard trees at Station 3 and 1 from Davy Tree. Obtained bid for cut and splitting of pine at Station 1.
- Received delivery of Hardi-Plank for Station 2 and 3 – a California Fire Foundation Grant project.
- Station 1 floors were stripped and waxed and look great.
- Station 1 heaters aren't working. Called on them and finally got them fixed. Been pulling broom, also replaced light fixtures in the back which wasn't working.
- PG&E solar credits have all been used.

9.6: Incident Response Summary:

- August total calls: 35
- EMS-23
- Structure Fire-1
- Wildland Fire-1
- Motor Vehicle Accident-1
- Hazardous material-0
- Gas Leak-1
- Law Assist-1
- Public Service-2

- Lift Assist-1
- Smoke Check-1
- Fire Alarm-1
- Illegal Burn-0
- **AID REQUESTS:**
- County Fire/Bonny Doon-Structure Fire- Water Tender
- Boulder Creek Fire- Structure Fire-1-Water Tender

9.7: Budget:

- Tax Revenue to date: \$338,086.63 including strike team revenues
- Reg and extra help pay, OASDI-SS, UI, Workers Comp to date \$285,808. including 2023-2024 Strike Team Payout
- Service and Supply to date: \$129,390

10.0: UNFINISHED BUSINESS:

10.1: Finance Committee: Has not met but are planning to do so soon.

10.2: Much discussion was held on the Supplemental Parcel Tax. It was evaluated and decided that we would give it one more year. This was decided by a Board consensus.

11.0: NEW BUSINESS:

11.1: Review and Approve Representation Letter to Pheling CPA.

11.2: Review and Approve Financial Statement Audit Report FY23-24

11.3: Upon motion by Director Schneider and duly seconded by Director Herceg, the above-mentioned items 11.1 and 11.2 were approved by a unanimous vote 5/0

12.0: CLOSED SESSION:

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

14.0: ITEMS FOR NEXT AGENDA:

15.0: ADJOURNMENT: 8:30

NEXT MEETINGS:

March 20, 2025