

JACKSON VALLEY FIRE PROTECTION DISTRICT

MEETING OF THE BOARD OF DIRECTORS

*** MINUTES ***

Date: December 11th, 2019 at 7:00 pm

Location: Jackson Valley Fire Department

Address: 2701 Quiver Drive, Lone CA

I) Call the Regular Meeting to Order:

The meeting was called to order at 7:00 p.m. by Board Chairman Herfel, additional Board Members present; Cantwell Brown and Thompson, Farmer was absent. Staff present; Chief Makemson, Assistant Chief Faist and Engineer Byrd. Also present Nick Percy of Cal Fire, Taylor Mitchell, Cody Hilgenberg and Secretary Fogal.

II) Approval of Agenda:

Brown moved to approve the Agenda, Thompson 2nd the motion all in favor 4 ayes, Farmer was absent.

III) Public matters not on the agenda:

Herfel thanked everybody for the Christmas Party.

IV) Approval of the Minutes from the November 13th, 2019 Regular Meeting:

Brown moves to approve the Minutes; Cantwell 2nd the motion all in favor 4 ayes, Farmer was absent.

V) Buena Vista Casino - Suggest Action; Discussion and Possible Action:

No updates, no action.

VI) Financial reports: Action items:

a) Budget Expenditure year to date:

Cantwell reports revenue numbers are on the report from the County; Fund 8200, we are waiting on property taxes that are just being paid so no revenue to report at this time. Cantwell said expenses of Insurance were paid 100%, next year he will ask to break up over twelve months.

b) Payroll and bills to be paid:

Brown motions to pay the bills as presented, Thompson 2nd all in favor 4 ayes, Farmer absent.

c) Audit 2018/2019:

Audit is ongoing; Castillo's office has new people working on it this year.

OLD BUSINESS

VII) Chief's Report: Suggest Action; Discussion and Possible Action:

a) Incident Report:

Chief reports 24 calls for the month of November, slower than usual; 12 medicals, 1 structure fire and two or three in lone.

b) Update on Volunteer Days of Service at the Station:

Two staffed last month except for four days

c) Training / Events:

Small Aircraft Down training next month; Officer Series Classes begin in April or May, this class will be offered to Volunteers at no cost, low cost to paid staff.

d) Vehicle Report:

Engine 6134 high pressure fuel pump is out, and Board gives consensus for the \$3,000.00 for repair.

e) Communication equipment, radios and pagers:

Billingsley is working on the radios received from Chief Mackey to get them programmed.

f) Chiefs' Meeting:

No report, Chief was out of town.

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XIII) Structure/Property Report: Suggest Action; Discussion and Possible Action:

- a) **Generator:** No update, ongoing.
- b) **Firehouse Community Park:** No update, ongoing.

IX) Hydrants and accesses: Suggest Action; Discussion and Possible Action: All working well.

X) Personnel: Suggest Action; Discussion and Possible Action:

- a) **Staff Evaluations:** Engineer Billingsley Evaluation is due and Engineer Byrd evaluation coming up.
- d) **Personnel Policy:** Cantwell is working with Legal on rewriting the policy; new policies are coming up for 2020, so Cantwell will be working with Legal on this for a while.

XI) Administrative/ Departmental Matters: Suggest Action; Discussion and Possible Action:

- a) **Building Impact fees:** A fee was received this month for a new home.
- b) **Map submittals/approvals:** No update at this time.
- c) **Joint Powers Meeting Update:** Meeting was held last month.
- d) **Interagency Communications to the Board:** No Action.

NEW BUSINESS: Discussion only:

Chief Makemson attended Chief Mackey's ceremony of dedication to the Firehouse, and his ISO rating of one (1), well deserved and it was a nice turnout.

Herfel thanked the Cal Fire Firefighters who attended our monthly meeting.

Adjournment:

Brown motioned to adjourn to the next Regular Meeting, Thompson 2nd all in favor 4 ayes.

Next Regular Meeting will be held on: Wednesday February 12th, 2020 at 7:00 pm

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