

JACKSON VALLEY FIRE PROTECTION DISTRICT

MEETING OF THE BOARD OF DIRECTORS

*** MINUTES ***

Date: December 14th, 2022, at 7:00 pm

Location: Jackson Valley Fire Protection District Firehouse

Address: 2701 Quiver Drive, Lone, CA 95640

I) Call the Regular Meeting to Order:

The meeting was called to order at 7:00 p.m. by Chair of the Board Herfel, also present Vice Chair Farmer, Director Calhoun and Director Scott and Treasurer Cantwell. Staff present; Chief Makemson, Assistant Chief Faist, Engineer Gibson and Firefighter volunteers, Fedena & Simpson. Administrative Assistant English and Secretary Fogal were present, as well as Jared Fedena and Joyce Fedena. Jared Fedena was introduced as a person interested in serving on the Board of Directors.

II) The Pledge of Allegiance was recited.

III) Approval of Agenda:

Items listed on the consent agenda are considered routine and may be enacted by one motion. Any item may be removed for discussion and action and made part of the regular agenda at the request of a Board member(s)

Treasurer Cantwell moves to approve the agenda, Director Scott 2nd the motion - all ayes.

IV) Public matters not on the agenda:

Discussion items only, no action to be taken. Please note there is a three (3) minute limit per speaker per topic.

No topics were discussed.

V) Approval of the Minutes from the November 9th, 2022, Regular Board Meeting:

Director Scott moves to approve, Director Cantwell 2nd the motion - all ayes.

VI) Cell Phone Tower: Suggest Action; Discussion and Possible Action

Guest Shafeeq Shamsid-Deen attended the meeting to discuss a potential project. He works for a land use company that would like to install a cell phone tower for T-Mobile on the fire station property. The property they are interested in using will require a land survey to verify the land owner. After discussion and questions, Chair Herfel asked if the Board Directors if they agree to have Shafeeq to go forward obtaining the information needed on the land. Director Calhoun suggested a committee be formed for this potential project. Director Scott motions, as a Board we acknowledge permission to proceed with the next steps to put a cell tower on our property, Director Cantwell 2nd - all ayes.

Shafeeq will supply a draft Lease Agreement for review at a future meeting. He will also provide radio frequency FCC information for us to review.

VII) Chair Herfel said that Treasurer Cantwell has given his notice and is leaving the Board. Chair Herfel presented a plaque thanking Chris for his dedication and many years of service for the Jackson Valley Fire Protection District.

VIII) Financial reports: Action items: Suggest Action; Discussion and Possible Action.

a) Budget Expenditure year to date:

Treasurer Cantwell reported fund 8200 still has property tax collection for December and strong amount of funds in the General Fund. We have taken 100K out of the Impact Fee Fund leaving \$7,000. The 100K was for the down payment on the new apparatus. Cantwell noted that Office Administrator Jo has done a great job managing the funds. Cantwell reported that \$55,909 was budgeted for Strike Team income, if funds from Strike Team are not received by the fiscal year, this over budget to be closely watched at the end of the fiscal year. Expenses should be at 33%, we are at 61% due to the down payment made for the new engine. Measure M is holding up to 35% at this time. Overall the finances are in good shape.

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b) Budget Committee Meeting:

No meeting this month.

c) Payroll and Bills to be paid:

After review of the bills paid, Treasurer Cantwell motioned to pay the bills as presented, Director Farmer 2nd the motion, all in favor 5 ayes.

d) Audit 2021/2022:

Administrative English reported more documents have been given to the auditor; the audit should be complete soon.

OLD BUSINESS

VII) Chiefs' Report: Suggest Action; Discussion and Possible Action:

a) Incident Report from Previous Month:

Chief reports 43 calls for November, 26 were medical. We will end the year with about 50 calls less than last year.

b) Update on Volunteers and Coverage:

One applicant from the academy has filled out papers to become a volunteer. Chief has another interest person from the academy.

c) Training Events:

In the month of December there is no training; it will start up again in January.

d) Apparatus/Firehouse Report:

All apparatus are running good. Small leak into the storage area was found, it has been repaired.

e) Grant:

We are working on ordering the items that are in stock.

f) Chiefs' Meeting:

Meeting was canceled.

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

a) Generator:

Chief was asked to get current bids; the county has committed to pay for the generator.

b) Electrical Panel at Station 172:

This project is ongoing.

c) Sign for the Firehouse:

One side completed, still ongoing.

IX) Hydrants and access: Suggest Action; Discussion and Possible Action:

No discussion, no issues.

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

a) Staffing Evaluations:

Evaluations are performed in June.

b) Staff Hiring:

Chief is working on filling the Engineer position.

c) Update on the Personnel Policy:

Director Calhoun asked to add the next agenda the topic of Administrative Jo English's benefits and pay.

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

a) Buena Vista Casino Updates:

Chief Makemson and Director Calhoun have met with the COO of the casino and have been in discussions.

b) Building Impact Fees:

Not in December.

c) Map submittals/approvals: Discussion only.

d) Joint Powers Meeting Update:

No meeting at this time.

e) Interagency Communications to the Board:

Cantwell said there was a notice received regarding Proposition 19. This is regarding if a homeowner loses a home to a fire and moves to Amador County they can continue to pay the previous property taxes on their new home.

f) Nexus Study:

Treasurer Cantwell asked that we send a letter to the person who interested in doing the Nexus Study, to let the person know, that at this time we are not going to have the Nexus Study done.

g) Open Seat for Board Director:

Chairman Herfel spoke to the Board about the openings on the Board. Two sitting directors, Calhoun and Scott would like to continue serving. Jared Fedena spoke to the Board expressing interest in serving on the Board. Director Calhoun motions to send a letter to the Board of Supervisors with the three people interested to obtain approval to serve as Directors on the Board; Director Scott 2nd the motion, all ayes. Treasurer Cantwell noted that he will take his name off of financial matters and have Chairperson Herfel and Jo English will be the signers for legal documents. Herfel noted that the titles of the Directors will need to be discussed and voted at the next meeting.

NEW BUSINESS: Discussion only:

Chief Makemson shared that Grandma Burdick; Sean Burdick's Grandmother gave a very generous gift to JVFPD. It is much appreciated and very thoughtful.

Adjournment:

Director Scott made a motion to adjourn, Director Calhoun seconded the motion; all in favor 5 ayes. Next Regular Meeting will be held on: Wednesday January 11th, 2023 at 7:00 pm.

These Minutes shall be made available upon request in alternative formats to persons with a disability, as required by the Americans With Disabilities Act of 1990 (42 U.S.C. 12132 and the Ralph M. Brown Act (California Government Code 54954.2) Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Jackson Valley Fire Protection District at (209)763-5848, during regular business hours, at least forty-eight hours prior to the time of the meeting."