

JACKSON VALLEY FIRE PROTECTION DISTRICT

MEETING OF THE BOARD OF DIRECTORS

*** MINUTES ***

Date: February 12th, 2020 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 7:10 p.m. by Board Chairman Herfel, additional Board Members present, Cantwell Farmer, Brown and Thompson. Staff present; Chief Makemson, Assistant Chief Faist and Secretary Fogal. Also, present Cal Fire's Nick Percy, Taylor Mitchell Nick Brothers, Taylor Mitchell and Cody Hilgenberg.

II) Approval of Agenda:

Brown moved to approve the Agenda, Thompson 2nd the motion all in favor 5 ayes.

III) Public matters not on the agenda:

No discussion.

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

Thompson moves to approve the Minutes; Farmer 2nd the motion all in favor 5 ayes.

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

Discussion only, no action taken.

VI) Financial reports: Action items:

a) Budget Expenditure year to date:

Cantwell reports he prepared a brief midyear fiscal review.

To start, Training money given by the Tribe in June was posted as budgeted income in the last fiscal year; Cantwell had requested it be put in this year's fiscal's budget. Revenues should hit our budgeted amount, however expenses we are over budgeted amount due to apparatus repairs.

Cantwell asked the Board to authorize moving \$10,000.00 from Capital Improvement Fund into Equipment Fund to cover the \$5,000.00 repair for the Engine that is down and any additional cost that may come up this fiscal year.

Cantwell suggest looking at the current budget and making changes to the next budget.

Chief Makemson reports he will need to purchase five (5) set of Turnouts, this will need to come from the Personal Safety Equipment and Clothing Fund. Cantwell reports \$6,000.00 left in this budget, Cantwell said with Board approval and motion there is a possibility of moving \$15,000.00 out of Reserve out of the 124 Special Benefit Assessment Fund.

Cantwell reports as of January 1st, 2020 to better balance the budget, he moved payroll expense of Volunteer calls, training, out of Measure M fund into 8200 funds.

Cantwell reports Fund 8301 Measure M income showing at 59% of budget amounts, expenses are at 51%, a small amount above the budgeted forecast.

Cantwell expresses his opinion would be that we would go to electronic banking this would provide us being able to make payments instead of issuing vouchers that have to brought to the County to pay vendors; also with direct deposit of payroll if we could hold our own funds and have a clear financial statement. Cantwell would like to revisit this topic again as the new fiscal year approaches and become an Agenda item, this topic has been tabled.

Cantwell's motion to remain the original of \$,55,000.00 to ~~\$70,000.00~~ from the Impact Fund into the General Budget Equipment Fund this amount would include the \$15,000.00 for the Turnouts, Thompson 2nd this motion all in favor 4 ayes Brown nay.

b) Payroll and bills to be paid:

Thompson motions to pay the bills as presented, Farmer 2nd the motion all in favor 5 ayes.

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OLD BUSINESS

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

a) Incident Report:

Chief reports 28 calls for the month of January; 21 medicals, 2 vehicle accidents, structure fire was in town.

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

Chief reports 11 days last month without double coverage, one of the volunteers was taking classes last month, and he will be back this month.

c) Update on Training / Events:

Officer Series Classes free to all Volunteers in the County and a cost of \$1,700.00-\$1,800.00 for class to take for staff, Training to be held in April possibly.

d) Apparatus Report:

No Update currently.

f) Chiefs' Meeting:

No Update currently.

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

a) Generator: No update, Chief will be working on bids coming up.

b) Firehouse Community Park: This is tabled.

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

One hydrant out on Village Drive, a trailer dragged out it and it is bagged; Water Agency has been notified.

New steamer hydrant has been installed at the BV Store, raw water Hydrant; Chief said to flush before using.

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

a) Staff Evaluations: Engineer Byrd's evaluation due in March.

d) Personnel Policy: No action.

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

a) Building Impact fees: Not update currently.

b) Map submittals/approvals: No update currently.

c) Joint Powers Meeting Update: Herfel reports the meeting was last month. The County will go back to using their staff for the meetings minutes and Agendas. They will be reviewing the bylaws to discuss money.

d) Interagency Communications to the Board:

County sent a letter to regarding an auction of properties in the County.

Cantwell received a public records request from Amador Fire Protection asking for our Employment Public Record; Cantwell responded to the request.

NEW BUSINESS: Discussion only:

Chief reported that a gate builder has been putting on AFD locks on new gates. Chief contacted the County to have this corrected.

Adjournment:

Brown motioned to adjourn to the next Regular Meeting, Thompson 2nd all in favor 5 ayes.

Next Regular Meeting will be held on Wednesday March 11th, 2020 at 7:00 pm

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