

JACKSON VALLEY FIRE PROTECTION DISTRICT

MEETING OF THE BOARD OF DIRECTORS

*** MINUTES ***

Date: February 9th, 2021 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 Chairman Herfel; also present Director Thompson, Director Cantwell, Director Farmer and Director Calhoun. Staff present; Chief Makemson, Engineer Gibson and Jackson Valley Fire Protection District (JVFPD) Volunteers, Secretary Fogal and community guest. After the meeting was called to order The Pledge of Allegiance was recited.

II) 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)

Director Calhoun moved to approve, Director Thompson 2nd the motion, all in favor 5 ayes.

III) 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.

The community guest, Matt Dolezal spoke to the Board saying he sits on the Board of American Legion Ambulance Board as a Director; he spoke of the embezzlement case currently being looked at against the previous Board members of the American Legion Ambulance. The guest said he was concerned regarding the "thirty-five events" charged in a month to the JVFPD from a Board member. Chairman Herfel noted that this subject be added to the next agenda as a line item for further discussion.

IV) Approval of the Minutes from the January 26th, 2022 Regular Board Meeting:

Director Calhoun moved to approve the minutes with an amendment, Director Farmer 2nd the motion, all in favor 5 ayes.

a) Amendment: Director Calhoun wanted the minutes to note the she had brought up the amount of events and the pay of the Treasurer in the January 26th, 2022 meeting.

V) Financial reports: Action items: Suggest Action; Discussion and Possible Action

a) Budget Expenditure year to date:

Director Cantwell emailed the auditors financial reports prior to the meeting; he asked if there were any comments, no comments were made.

b) Payroll and Bills to be paid:

Director Cantwell said there were a couple of minor errors brought up by the payroll service, less than \$50.00; the corrections have been made. Director Calhoun asked for clarification on the difference between the 8301 fund and the 8200 fund, why they are separate? Director Cantwell stated prior to Measure M fund, the existing staff was paid out of 8200 fund; after the adoption of Measure M, Director Cantwell said the Board voted to pay new staff out of Measure M and existing staff to continue being paid from the 8200 fund. Director Cantwell said the Auditor noted we could go back to the July 1st, 2021 and move the funds paid for salary all from one fund; this option has not had action from the Board as of now. Director Calhoun asked about the budget for the bathroom remodel, Director Calhoun asked the coding of the purchases for the remodel and communications be amended and placed in the proper category to maintain the budget. Director Cantwell will go back and confirm the funds for the remodel and communications are under from the correct fund.

Director Calhoun motioned to pay the bills with the corrections and bring it to the next meeting discussed above, Director Farmer 2nd the motion all in favor 5 ayes. Director Cantwell said he would email each Board member a copy with the corrections.

JACKSON VALLEY FIRE PROTECTION DISTRICT
MEETING OF THE BOARD OF DIRECTORS

c) Resolution Suggested by the Auditor:

Director Cantwell moved at the last meeting to establish a reserve of \$350,000 on 8301 Measure M fund recommended by the auditor, no action was taken at that meeting, the subject was tabled.

Director Thompson noted he reread the audit and said the Auditor had made suggestion regarding the Gann limits. Director Thompson made a motion to ask the Auditor to return for further clarification to move funds or establish a reserve, Director Cantwell 2nd the motion, all in favor 5 ayes. Chief Makemson suggested a list of questions be sent to the Auditor ahead of time, Director Calhoun agreed.

Chairman Herfel asked the Secretary to contact the Auditor and request a meeting with the auditor. This topic is tabled.

OLD BUSINESS

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

a) Incident Report from Previous Month:

Chief Makemson reported 37 calls for the month of January, 29 were medical; 2 wildland fires Chief said with the dry land.

b) Update on Volunteers and Coverage:

Ten days not two staffed, some days three staffed.

c) Training Events:

Chief said CPR Class held here last week for Firefighters that needed it.

d) Apparatus/Firehouse Report:

Engine 6134 needs to go into shop; the air conditioner has been out for over a year.

e) Chiefs' Meeting:

Chief's meeting was canceled, Chief presented Measure M numbers that have been worked out.

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

a) Generator:

Ongoing, we are waiting to hear from the County on it.

b) Sign for the Firehouse:

Sign is in progress; hope to have it done soon.

c) Landscaping for the Firehouse:

Engineer Billingsley is waiting for the spring to plant the trees.

d) Solar:

Solar is up and running.

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

Chief Makemson reports all hydrants are working, next couple of months they will be starting Hydrant maintenance for weeds. The Oaks are up for their five year flow test inspection, the Chief will take care of it.

IX) Personnel: Suggest Action; Discussion and Possible Action

a) Staff Updates: Current.

b) Staffing Evaluations: No Evaluations due.

c) Personnel Policy: No Update.

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

a) Buena Vista Casino Updates:

Director Calhoun reported the committee has met a few times this last month, they are asking for a Board to review and approve a proposal that was presented tonight, and go forward presenting it to the Casino.

JACKSON VALLEY FIRE PROTECTION DISTRICT
MEETING OF THE BOARD OF DIRECTORS

After discussion and review of the document, Director Calhoun told the Board the Tribes COO has spoken about the importance of good PR with the community; any possible changes need a smooth transaction. Director Thompson expressed the Tribe wants a submittal for their review, and the Tribe's importance of a community relationship and positive PR with the people they work with.

Director Cantwell made a motion to accept the Proposal and present the document to the Tribe, Director Thompson 2nd the motion, all in favor 5 ayes.

b) Building Impact Fees: Director Cantwell said the County received an electronic transfer for the reimbursement from the Caldor Fire. Chief said we should receive reimbursement money from the Wendy Fire and Move Up and Cover within 60 days.

c) Map submittals/approvals: Chief Makemson sent a letter for information on fees collected on plans; the Chief will discuss more when he receives a response.

d) Joint Powers Meeting Update: There was a document Chief Makemson presented with the Measure M Number proposed, Chief did respond back that he agrees with our numbers.

e) Interagency Communications to the Board: A note regarding the gas meter at the Buena Vista Saloon, was discussed, the Chief will follow up on the note. Chairman Herfel asked the Board about Station 172 and the use of the station to be used in the future.

f) Hiring Administrative Personnel: The committee has not moved forward, they will be working to fill the position.

g) Nexus Study: It may allow JVFPD to increase the Impact Fees that we can collect; Director Cantwell suggested we could invite someone to our meeting to discuss the topic.

NEW BUSINESS: Discussion only:

Director Calhoun asked if we could get the new printer hooked up.

Director Cantwell asked to add to the next Agenda the topic of the Treasurer's pay.

Adjournment:

Director Cantwell moved to adjourn, Director Calhoun 2nd the motion; all in favor 5 ayes.

Next Regular Meeting will be held on: Wednesday March 9th, 2021 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."