I) Call to Order:
The meeting was called to order at 7:03 p.m. by Chairman Herfel. Board members present: Herfel, Cantwell, Brown Thompson, and Farmer. Staff in attendance: Chief Makemson, Assistant Chief Faist, and Secretary Fogal.

II) Approval of Agenda:
Herfel requested Agenda be amended to move 7 b) up to 3 a)
Brown moved to approve agenda with Amendment, Farmer 2nd, all in favor 5-0.

III) Public matters not on the agenda:
a) Assistant Chief Faist, requested information on coverage for Volunteers in training under the age of 18.
b) Discussion to add to next Agenda the possibility to add a Hydrant or water main when property owners are working on water line and to provide access.

IV) Syntrol Solar Company Visit:
Thomas Norton and Dillion from Syntrol Solar Company came to discuss financing options. First option would be to pay cash; this would reduce cost by 6% from $77,376.00 to $72,734.00. Next option suggested by Syntrol would be a Hybrid/Lease to own that would require a Personal Guarantee. Brown noted that a personal guarantee was not an option as JVFPD is a public entity. The last option suggested would be for the JVFPD to obtain financing. The Board agreed that options to be reviewed at the next Budget Committee Meeting.

V) Approval of the Minutes from December 14th, 2016 Regular Meeting:
Cantwell request two corrections;
5 b) Correction: Continue review of all payroll hours to stay within budget.
5 e) Correction: Auditor did show for scheduled meeting.
Cantwell moves to approve minutes with corrections, Brown 2nd all in favor 4-0, Thompson abstained.

VI) Financial reports: Action items:
a) Budget Expenditure year to date: Cantwell encourages the possible reduction in winter hours of Engineers with the amount of overtime paid for the month; Chief Makemson said the shift swaps needs to be reviewed to avoid the overtime hours. Brown, Farmer & Thompson agree to keep Engineers hours the same at this time, and review again at the next meeting.
b) Payroll and bills to be paid: Brown motioned to pay the bills as presented, Thompson 2nd, all in favor 5-0.
c) Payroll Processing: Cantwell reports we have (EIN); all W-4’s have been received by payroll processing (P&L).
d) 2015-2016 Audit: Due to cost of Attorney fee, Auditor Watts requested a letter to explain the fees to Cota Cole were for General Council.
e) District Depository Option: Cantwell received a letter from the County with an explanation of fees the district collects. More information will be required to evaluate the options.

OLD BUSINESS

VII) Chief’s Report:
a) Chief reports 39 calls for the month of December, 353 calls total last year. Calls for Public Assist will drop down as person has passed away.
b) Volunteers: 10 daytime shifts without double coverage, two additional days with no day coverage.
c) No Special Training scheduled, at this time.
d) Vehicle Report: Water tender truck needs to go in for repair to possible electronic board causing problems with air dryer failure, will talk to the mechanic to decide.

e) Firehouse Items needed: N/A at this time

f) Personal and Medical Supplies and Equipment: N/A at this time

f) Communication equipment, radios and pagers: N/A at this time

g) Sent paperwork for VFA grant and applied for FEMA grant.

h) Outside meetings attended: Chief attended Lake Camanche Homeowners meeting; reported the meeting went well with two new directors added; Chief also attended a couple Chief meetings.

VIII) Structure/Property Report:

a) Storage building update: Complete

IX) Asphalt Project:

Contractor will begin the project when the weather reaches the proper temperature to install asphalt.

X) Hydrants and accesses:

XI) Personnel:

a) Staff Evaluations: Engineer Chris due for pay raise.

XII) Administrative/Departmental Matters:

a) Buena Vista Casino - Updates from County/Tribe meeting: No information

b) Building Impact fees: N/A

c) Map submittals/approvals: N/A

d) Update on LAFCO meeting: Next week

e) Joint Powers Meeting Update: Next week

f) Interagency Communications to the Board: N/A

g) By-laws review: Board members given draft copy of the by-laws for review, By-law approval to be added to the next Agenda. Cantwell moves to appoint Vicky Farmer as Vice Chairperson, motion to 2nd by Thompson all in favor 4-0 approved. Discussion to have a resolution added to have four (4) year terms for current Board members.

h) Golden State Risk Management to be at the Station on Tuesday the 17th, 2017 for five year inspection.

NEW BUSINESS: Discussion items only:

Adjournment: Cantwell moves to adjourn meeting at 9:08 pm to the next regular meeting, Brown 2nd the motion. All in favor 5 Ayes. Next regular meeting February 8th, 2017