

JACKSON VALLEY FIRE PROTECTION DISTRICT

MEETING OF THE BOARD OF DIRECTORS

*** MINUTES ***

Date: May 11th, 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 Chairman Herfel, also present, Director Cantwell, Director Farmer, and Director Calhoun. There is one vacant seat on the Board of Directors. Staff present; Chief Makemson, Assistant Chief Faist and Engineer Billingsley. Administrative Assistant Jodi and Secretary Fogal were also present. Guest, Katie Scott attended the meeting.

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 Cantwell moved to approve the agenda, Director Calhoun 2nd the motion, all in favor 4 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.

Discussion; of the school board meeting being held regarding possible changes to the schools in the county, including closing schools and moving students to different locations. This would require a ballot Bond approval.

IV) Approval of the Minutes from the April 13th, 2022 Regular Board Meeting:

Director Cantwell moved to approve the minutes, Director Farmer 2nd the motion, all in favor 4 ayes.

V) Approval of the Minutes from the April 27th, 2022 Special Board Meeting:

Director Farmer moved to approve the minutes with a correction, Director Calhoun 2nd the motion, all in favor 4 ayes. Correction: To include one (1) vacant seat on the Board to the minutes until the seat is filled.

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

a) Budget Expenditure year to date:

Director Cantwell noted the financial report from the county is thru the end of March; we are overall below expenses, year to date on the 8200 funds. We have received 56% of the revenue of this year, after we receive the April property taxes, we should be at 100% of the year budgeted. Measure M Fund; based on increased tax revenue we are estimated to receive over the amount we had budgeted. We are at 60% of the budgeted expenses of the Measure M Fund.

b) Budget Committee Meeting:

Director Cantwell noted the committee is down one member; Director Farmer joined the committee. The committee will meet again in the near future.

c) Payroll and Bills to be paid:

Director Cantwell reported it was an average month for bills; we did receive the bill for the Tender Service, it will show up on next month, the repair was over \$16,000. Director Farmer motioned to pay the bills as presented, Director Calhoun 2nd the motion, all in favor 4 ayes.

OLD BUSINESS

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

a) Incident Report from Previous Month:

Chief Makemson reported 32 calls for the month, most calls were medical, a few vehicle incidents.

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b) Update on Volunteers and Coverage:

Chief reports we are short on volunteers, two have moved on; he will be going to Sierra College to speak to graduates about volunteering.

c) Training Events:

Chief reports regular wildland refresher courses are ongoing. We will be having our first two CPR classes coming up for the public at the Firehouse.

d) Apparatus/Firehouse Report:

Engine 6133 is in the shop for oil change and safety inspection. Chief would like approval to use the donation from Grandma Burdick along with additional money to purchase four new beds for the firehouse. Director Calhoun motions to approve up to \$1,500.00 purchase for four new mattresses to replace the old ones, Director Farmer 2nd the motion, all in favor 4 ayes.

e) Grant: Chief reports we received all but two tools, and the radios ordered were not received due to bad chips. This purchase will be revisited next year due to electronic issues overall.

f) Chiefs' Meeting: Chief reports that everyone was there, PGE will be setting up safety course training. There was a letter sent to the Board of Supervisors regarding the weed abatement outline, there were some changes made to the original requirements. The Chief wanted to have vacant properties included that were not currently being maintained.

VIII) Camanche Hills Unit IIIB – Emailed Received: Suggest Action; Discussion and Possible Action:

Chief Makemson reported the email we received had outdated items; they have received the updated information. The developer has not applied for the permit, Amador Water Agency cannot meet the required flow, and this may interfere with the project going forward. There is a TAC meeting on June 2nd, 2022; this will be an ongoing conversation. Chief said there will be a new Fire Code coming out this year; this will allow changes to be made in within a timely matter. We are on record with the requirements for fire safety in our district. Chief Makemson will keep us updated.

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

a) Generator: No update, County Budget is done; we will review again in the fall.

b) Electrical Panel at Station 172: Chief reports Station 172 needs to update the panel, the owner of the BV Store and Saloon was invited to attend this meeting to discuss this matter, the BV fire caused the damage to Station 172's electrical. Chairman Herfel has been checking on the materials, it would require labor and materials. Chief Makemson asked the Board for approval to speak with the owner of the BV to go forward and remove the old equipment and for him to pay for materials cost at approximately \$2,000.00 to allow us to update, approval was given.

c) Sign for the Firehouse: Engineer Billingsley presented the sign for the station he has been working on; it looks great. He has the material to mount the sign and will be working on this.

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

Chief Makemson reported he spoke with the Water Agency about the two hydrants that need repairs; Chief will follow up with the Water Agency.

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

a) Staffing Evaluations: Evaluation, Engineer Gibson's is coming up. Going forward, Chief would like to do all evaluations in June, and they will have pay increases each July.

b) Staff Hiring/Salary: Chief will be putting out a flyer to recruit staffing.

c) Personnel Policy: Needs update, no action taken.

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

a) Buena Vista Casino Updates: Discussion only, ongoing.

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- b) Building Impact Fees:** Director Cantwell reports we have not received any this month.
- c) Map submittals/approvals:** Chief requested maps for the IIIB development out back.
- d) Joint Powers Meeting Update:** No update at this time, discussion to have meetings quarterly instead of monthly. This would require a change to the Measure M agreement.
- e) Interagency Communications to the Board:** Discussion above on Agenda item IX.
- f) Nexus Study:** Director Cantwell has been notified that Beverly Burr Consulting is no longer available. Director Cantwell will speak with Golden State and ask if they have a recommendation.

NEW BUSINESS: Discussion only:

Chairman Herfel asked to set a timetable to fill the vacancy on the Board of Directors. It was noted that Jodi will create a flyer and advertise in the paper. It will also be put on Facebook and asked that we speak to the people in the community. Discussion to set a date of June 1st, 2022 to close the application process, so interviews can be conducted. Director Calhoun motions to put an ad in the paper by 5/20/2022, to receive "Letters of Intent" by 06/01/2022; have the committee to meet by 6/6/2022, and have a recommendation by the 6/8/2022 Board meeting; Director Cantwell 2nd the motion, all in favor 4 ayes.

Adjournment:

Director Cantwell moved to adjourn, Director Farmer 2nd the motion; all in favor 4 ayes.

Next Regular Meeting will be held on: Wednesday June 8th, 2022 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."