

JACKSON VALLEY FIRE PROTECTION DISTRICT

MEETING OF THE BOARD OF DIRECTORS

*** MINUTES ***

Date: May 12th, 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; additional Directors present Director Farmer and Director Calhoun. Director Thompson and Director Cantwell were absent. Staff present; Chief Makemson and Engineer Billingsley; also present Secretary Fogal and Cal Fire Chief Matt Hill.

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 motioned to approve the Agenda, Director Farmer 2nd the motion all in favor 3-0. Director Cantwell & Director Thompson were absent.

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.

Director Calhoun shared that American Legion met with Wednesday Club and kids played with the Fire Engine and Ambulance and pictures were taken and posted in the local paper, everyone had fun.

IV) Approval of the Minutes from the April 14th, 2021 Regular Board Meeting:

Director Farmer moved to approve the Minutes, Director Calhoun 2nd the motion; all in favor 3 ayes. Director Thompson and Director Cantwell were absent.

V) Approval of the Minutes from the April 28th, 2021 Special Board Meeting:

Director Farmer moved to approve the Minutes, Director Calhoun 2nd the motion; all in favor 3 ayes. Director Thompson and Director Cantwell were absent.

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

a) Budget Expenditure year to date:

Chairman Herfel reports we are approximately 75% through the fiscal year and doing well.

b) Budget Committee Report:

Budget Committee will be meeting next week.

c) Payroll and Bills to be paid:

Director Calhoun motioned to pay the bills as presented, Director Farmer 2nd all in favor 3 ayes. Director Cantwell and Director Thompson were absent.

d) Payroll Practices and Policies:

Chairman Herfel reported Director Cantwell has been in discussion with the County about our Payroll Policy; the County is "ok with it"; per Director Cantwell it will be implemented right away no need to wait until July; Director Herfel said "everyone will get 1/12th of their pay every month on or about the first of the month, then a second check for overtime" Chairman Herfel said this is the information given to him by Director Cantwell. Director Cantwell and Director Thompson were absent.

e) Discussion on Financial Independence from the County:

Chairman Herfel said the conversation is ongoing; Director Cantwell will need to report on the County's response when he returns.

f) Audit 2019/2020:

Discussions will be ongoing with the Strike Team Policy and Cal Card Policy.

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OLD BUSINESS

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

a) **Incident Report:** Chief Makemson reported 26 calls for the month of April; most were medical, public assist 3 vehicles accidents both structure fires were in lone.

b) **Update on Volunteers and Coverage:** Chief hired a new full time Engineer, started on the 1st, also has a candidate coming to interview and will be bringing in more volunteers. We will have days that will be three staffed coming up. 11 days last month without double coverage.

c) **Training Events:**

Chief reports there will be an EMT Class in lone; Engineer Billingsley will be putting on this class.

d) **Apparatus/Firehouse Report:**

Apparatus 6134 is still in the shop; Chief is waiting on the final quote; all Safety Items will be repaired.

f) **Chiefs' Meeting:** Chief Makemson was not able to attend but he spoke to Chief Mackey afterwards. The county is looking to put an ordinance for weed abatement in the County; some of the details need to be modified. It will be discussed further at the next Chief's meeting. Cal Fire Chief Hill said Cal Fire would help with the inspections.

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

a) **Generator:** We have one bid at \$49,000.00; this bid will expire in July.

b) **Solar for the Firehouse:** Waiting on PGE at this time.

c) **Community Board / Award Plaques:** No update.

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

One Hydrant is "out of service" on Village and Curran, it will be bagged. One Hydrant is leaking back off Village Drive, still in service. Chief has notified the Agency, waiting to hear from them.

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

a) **Staff Updates:** We have hired a full time Engineer.

b) **Staffing Evaluations:** Engineer Billingsley is due in June.

c) **Personnel Policy:** Chief said the Personnel Policy may need a committee to work on new Policies; after the Budget is complete.

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

a) **Buena Vista Casino Updates:** No updates at this time.

b) **Building Impact fees:** No updates at this time.

c) **Map submittals/approvals:** Discussion only.

d) **Joint Powers Meeting Update:** Chairman Herfel said there will be a meeting held next week.

e) **Interagency Communications to the Board:** No Updates at this time.

NEW BUSINESS: Discussion only:

Secretary Fogal asked if JVFPD could provide a CPR Class for the community. Engineer Billingsley could provide the Training; it will be added to the August Agenda for further discussion. Director Farmer asked that we remodel our bathrooms at the Station, they need work. Engineer Billingsley asked about budgeting for some trees for the Station property and minor landscaping to give the Station a good look.

Adjournment:

Director Calhoun moved to adjourn to the next Regular Meeting, Director Farmer 2nd the motion; all in favor 3 ayes. Next Regular Meeting will be held on: Wednesday June 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."