

JACKSON VALLEY FIRE PROTECTION DISTRICT

MEETING OF THE BOARD OF DIRECTORS

*** MINUTES ***

Date: November 10th, 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 Farmer and Director Cantwell; Director Calhoun was absent. Staff present; Chief Makemson, Assistant Chief Faist, Engineer Anaya, Volunteer Engstrom, Volunteer Simpson, Volunteer Haley and Secretary Fogal. 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 Thompson moved to approve the Agenda, Director Cantwell 2nd the motion all in favor 4 ayes; Director Calhoun was 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.

Engineer Anaya spoke to the Board regarding a Grant he is applying for offered through "FEMA Assistance Firefighter Grant". Engineer Anaya is hoping to achieve two new Apparatuses (Type 1 & Type 3) and SBCA's with this Grant. There is a shared cost on this Grant based on residents of our district, this could be about \$60,000.00 cost shared. This Grant would be about 1.5 million dollars; this would be positive for the staff and benefit our community.

IV) Approval of the Minutes from the October 13th, 2021 Regular Board Meeting:

Director Cantwell moved to approve the minutes as presented, Director Thompson 2nd the motion, all in favor 4 ayes; Director Calhoun was absent.

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

a) Budget Expenditure year to date:

Director Cantwell spoke about the report is for the first three months of the fiscal year. Income numbers for 8200 show low funds until property taxes are added to the account by the county, usually around the first of the year. Expense is at 23% of budgeted amount, this due in part to insurance bill paid in full for the year. Measure M Money revenue is good at this time at 44% budgeted for the year.

b) Payroll and Bills to be paid:

Director Thompson moved to pay the bills as presented, Director Farmer 2nd the motion, all in favor 4 ayes; Director Calhoun was absent.

Director Cantwell told the Board he spoke to the County Auditor regarding the negative account balance. Director Cantwell told the auditor his intention was to move close to \$30,000 out of the equipment repair fund to pay repair bills, also move \$40,000 to pay bills from Benefit Assessment Fund. The Auditor said this process requires a "Special Journal District Entry" that needs to be signed by a Board Member, Chairman Herfel signed the document. Director Cantwell motions we move \$29,686.78 out of **Equipment Fund** into **Property Tax Fund** and additionally motions we take \$40,000 out of **Benefit Assessment Fund** into the **Property Tax Fund** Director Thompson 2nd the motion all in favor 4 ayes. Director Calhoun was absent.

c) Financial Independence:

No update at this time.

d) Audit 2020/2021; Director Cantwell meet with our Auditor on Monday, we can expect a copy of the Audit at the December meeting. It should be sent to the Board members ahead of time to prepare any questions.

1. Strike Team Policy: Will be reviewed after Audit.

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2. CAL Card Policy: Director Cantwell is awaiting information from CAL Card to complete the policy.

OLD BUSINESS

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

a) Incident Report from Previous Month:

Chief Makemson reported 49 calls for the month, a couple power lines down, 28 were medical calls, few public assist and 8 were vehicle accidents.

b) Update on Volunteers and Coverage:

We had 2 days that we weren't double coverage; the Volunteers are showing up and excited to be here.

c) Training Events: In house training with volunteers, one of our volunteer is starting a Paramedic Program and one is planning to attend the Firefighter Academy.

d) Apparatus/Firehouse Report:

All apparatus's are in quarters.

e) Chiefs' Meeting:

Chief Makemson said discussions were regarding Measure M. There is a Chiefs' meeting Tuesday at 9:00 am in Jackson to finalize numbers.

f) Grant: Discussed above

g) Logo for JVFPD: Engineer Anaya presented several sample (Logo) possibilities for the Board's approval. The Board gave an approval on a new Logo, asking for the full name "Jackson Valley Fire Protection District" (JVFPD) be on the Logo. Engineer Anaya said he could add the full name and asked for a vote from the Board.

Director Cantwell made a motion to adopt a new Logo, Director Thompson 2nd the motion all in favor 4 ayes; Director Calhoun was absent.

Director Thompson then motioned to accept Logo #1 with the modification of adding the full name "Jackson Valley Fire Protection District" to the Logo and precede with the Logo with full approval, Cantwell 2nd the motion all in favor 4 ayes. Director Calhoun was absent.

Chief Makemson said we will be having the Christmas Party on 12/14/2021 at 6:00 pm, pot luck. There will be Santa Patrol on Thursday 12/16, Friday 12/17 and Saturday 12/18 this year.

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

a) Generator:

We are waiting on the County assistance for a Generator for our Firehouse, we will need spec sheets for the generator to be prepared as it may be time sensitive.

b) Sign for the Firehouse:

Sign for the Firehouse is ongoing; the information board has been installed on the outside wall.

c) Landscaping for the Firehouse:

Engineer Billingsley is working on the landscaping.

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

Chief Makemson said The Oaks had their water shut off and repairs done. Chief has not heard of any issues.

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

a) Staff Updates:

No updates at this time.

b) Staffing Evaluations:

Engineer Gibson is due, he will be given evaluation right away.

c) Personnel Policy:

Needs to be updated, Chief said he will work on it. Director Cantwell will speak with Legal of any changes that should be updated, Director Cantwell will also work on the Policy.

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

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

b) Building Impact Fees: No fees have been received.

c) Map submittals/approvals: Discussion only regarding the potential Trailer Park on Jackson Valley Road.

d) Joint Powers Meeting Update: The meeting was cancelled 30 minutes before the start; it is rescheduled for 12/18/2021.

e) Interagency Communications to the Board: Discussion Only.

NEW BUSINESS: Discussion only:

Adjournment:

Director Cantwell moved to adjourn to the next Regular Meeting, Director Farmer 2nd the motion; all in favor 4 ayes. Director Calhoun was absent.

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