

# JACKSON VALLEY FIRE PROTECTION DISTRICT

## MEETING OF THE BOARD OF DIRECTORS

\*\*\* MINUTES \*\*\*

Date: November 13th, 2019 at 7:00 pm

Location: Jackson Valley Fire Department

Address: 2701 Quiver Drive, Lone CA

### I) Call the Regular Meeting to Order:

The meeting was called to order at 7:00 p.m. by Board Chairman Herfel, additional Board Members present; Farmer, Cantwell and Brown, Thompson was absent. Staff present; Chief Makemson and Assistant Chief Faist. Also present Nick Percy of Cal Fire, District 2 Amador County Supervisor Forster and Secretary Fogal.

### II) Approval of Agenda:

Brown moved to approve the Agenda, Farmer 2<sup>nd</sup> the motion all in favor 4 ayes, Thompson was absent.

### III) Public matters not on the agenda:

Herfel wanted to thank the Engineers for putting on a "Kids Day" last Saturday; Herfel came by and saw the kids having a great time, looking forward to having a "Kids Day" next year.

### IV) Approval of the Minutes from the October 9<sup>th</sup>, 2019 Regular Meeting:

Cantwell moved to approve the Minutes, Farmer 2<sup>nd</sup> the motion all in favor 3-0, Brown abstained; Thompson absent.

### V) Buena Vista Casino - Suggest Action; Discussion and Possible Action:

Cantwell reports there there is a draft proposal and will meet with the others and it will be complete soon. Chairman Herfel asked Nick Percy of Cal Fire if there had been many calls at the Casino, Nick Percy said last month there were about a half dozen. Brown asked if there were any ALS calls, Percy reported there has been a fair amount in the overall district; Brown said that it is a good resource for the community.

### VI) Financial reports: Action items:

#### a) Budget Expenditure year to date:

Cantwell reports there is a two page report from the County, no revenue pages as no numbers have been inserted on Revenue Report; until December Property Taxes are paid no revenue to budget at this time. Expenses; statement through the end of September, though we have already paid 100% of our \$15,000.00 Insurance bill we are in the 23% to 24% of budgeted amount being spent. Measure M Fund, spending fast due to overtime as we were down an engineer last month, still we are in good shape overall.

#### b) Payroll and bills to be paid:

Brown moves to pay the bills as presented, Farmer 2<sup>nd</sup> the motion, all in favor 4 ayes, Thompson absent.

#### c) Audit 2018/2019:

Audit was done today, audit took approximately four hours. A form was passed out to the Board members to complete and return to the Auditor.

## OLD BUSINESS

### VII) Chief's Report: Suggest Action; Discussion and Possible Action:

#### a) Incident Report:

Chief reports 34 calls for the month of September, 21 medicals, 4 vehicle accidents. August, September & October of this year we were up 17 calls from the previous quarter last year at this time since casino opened. No major influence since casino has opened. 392 calls year to date, 393 total calls for 2018.

#### b) Update on Volunteer Days of Service at the Station:

One new Volunteer has finished the program and has been certified to go on the engine; she has worked a couple of shifts on the engine.

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**c) Training / Events:**

Small Aircraft Down training was cancelled, due to the Chief running the training had to go on task team.

**d) Vehicle Report:**

Engine 6133 back from the shop and now engine 6134 will not start, possible fuel pump.

**e) Firehouse supplies and all needed items;**

Good at this time.

**f) Personal and Medical Supplies and Equipment:**

Good at this time

**g) Communication equipment, radios and pagers:**

Billingsley is working on upgrading equipment.

**h) Chiefs' Meeting:**

Chief's meeting was cancelled due to fire. Forester spoke and asked that any mapping issues that come up, to be documented and will be addressed at an upcoming AFD meeting in a few months.

Forster said he spoke to Chief Makemson awhile back about the possibility of using community money to help finance an Engine for Jackson Valley Fire Protection (JVFP); then Forester went to a conference with information that there is a USDA Money Grant to finance a new fire engine. Forster said the County would do the leg work and provide the information to JVFP. Herfel asked how to establish, Forster suggested speaking with to the Water Agency to see if they align. It is the consensus of the Board to move forward.

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

**a) Generator:** Discussion to possibly get assistance from the community fund due to public safety. The Chief will discuss with the Board first. Chief asked for the Boards approval to get bids with specs on a 30K generator. This will need to be put out to obtain bids and review options. Chief recommends we purchase a 1,000 gallon standalone propane tank for the Generator. The Board was in favor of getting information regarding the specs.

**b) Firehouse Community Park:** Discussion only at this time.

**c) Exterior painting:** Waiting on the Contractor to provide a copy of Insurance and to start painting the exterior.

**d) Christmas Party:** To be held on Wednesday December 4<sup>th</sup>, 2019.

**IX) Hydrants and accesses: Suggest Action; Discussion and Possible Action:**

Chief has not had a chance to talk to Jackson Valley Irrigation about the covered Hydrant. Brown reported in the Oaks there were several Hydrants that the caps would not come off, Chief will have the report looked at.

**Hydrants**

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

**a) Staff Evaluations:**

Chief reported that we hired Tyler Byrd as our new Engineer.

**b) Staff and Personnel Hiring:**

All current.

**c) Volunteers outside the District:**

One in training, one is complete.

**d) Medical Benefit/Retirement Benefit Personnel Policy Update:**

Cantwell reports he is working with our attorney to change the policy regarding the Medical Benefit/Retirement Benefit, Cantwell asked if any changes need to be made for new hires or volunteers to do it now while the attorneys are working on our Personnel Policy.

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

**a) Building Impact fees:** Chief reported three Impact Fee checks were picked up by Cantwell.

**b) Map submittals/approvals:** Not at this time.

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**c) Joint Powers Meeting Update:** Herfel reported that there will be a special meeting at 4:00 tomorrow; this will be to talk about new Measure M break down to approve, then it goes to the Supervisors.

**d) Review and Possible Resolution Adopting “AFPD’s revised fee schedule for plan review, inspections and providing reports, AFPD ordinance 007:**

Cantwell made a motion to accept and adopt the “Ordinance No. AFPD 007” as adopted by AFPD, Brown 2<sup>nd</sup> the motion to adopt as “Resolution 111319” all in favor 4 ayes. Thompson was absent.

**e) Interagency Communications to the Board:** Not at this time.

**f) Web Site:** Secretary Fogal is working with Streamline for information on the Web Site.

NEW BUSINESS: Discussion only:

Herfel said Red Barn Dinner in Lone was a great success raising \$42,000 for turnouts and their Cadet Program. The City of Lone has a Number 1 Rating.

Nick Percy of Cal Fire spoke to say working with Chief Makemson and the whole Jackson Valley District has been a great experience and he felt welcomed in, and thanked us.

Adjournment:

Cantwell motioned to adjourn to the next Regular Meeting, Brown 2<sup>nd</sup> all in favor 4 ayes.

Next Regular Meeting will be held on: Wednesday January 8<sup>th</sup>, 2020 at 7:00 pm

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