

JACKSON VALLEY FIRE PROTECTION DISTRICT

MEETING OF THE BOARD OF DIRECTORS

*** MINUTES ***

Date: November 15th, 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 Chair of the Board Herfel, also present Vice Chair Farmer, Director Calhoun and Director Scott and Treasurer Cantwell. Staff present; Chief Makemson, Assistant Chief Faist and Administrative Assistant Jo English. Secretary Fogal was absent.

II) The Pledge of Allegiance was recited.

III) 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 Scott moved to approve the agenda, Vice Chair Farmer 2nd the motion, all ayes.

IV) 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.

Chief Makemson spoke about JVFD Auxiliary and Kids Day. He states that \$752.00 was made on Kids Day and that the Auxiliary is planning a Spaghetti Dinner in the coming months and plans to buy bags for the firefighters.

V) Approval of the Minutes from the October 12th, 2022, Regular Board Meeting:

Director Scott moved to approve, Vice Chair Farmer 2nd the motion - all ayes.

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

a) Budget Expenditure year to date:

Treasurer Cantwell reports that we are ahead on Measure M Fund 8301. Fund 8200 is this is slightly behind the forecasted budget. Treasurer Cantwell also states that We budgeted \$90,000 dollars in Strike Team revenue but have brought in about 20,000 FY-to-date.

b) Budget Committee Meeting:

No update. But it was mentioned by Treasurer Cantwell that he will not be here after December 31, 2022 and urges the Board to have a treasurer or financial officer. Talk was tabled until the next board meeting and it will be added to the agenda.

c) Payroll and Bills to be paid:

Administrative Assistant Jo reports that the \$100,000 down payment on the new engine has been made. Director Calhoun motioned to pay the bills as presented, Vice Chair Farmer 2nd the motion, all in favor 4 ayes.

d) Audit 2021/2022:

Administrative Assistant reported the auditors visited on 11/10/2022. She is still working on uploading documents as requested.

OLD BUSINESS

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

a) Incident Report from Previous Month:

Chief Makemson reported 33 calls for the month of October; 16 of the calls were medical. 10 calls were vehicle accidents.

b) Update on Volunteers and Coverage:

JACKSON VALLEY FIRE PROTECTION DISTRICT

MEETING OF THE BOARD OF DIRECTORS

Chief Makemson states we have two new volunteers in process. He says we also received one application from Sierra College, however the candidate does not graduate until December and will be available at the beginning of the new year.

c) Training Events: None

d) Apparatus/Firehouse Report:

The Chief reports all apparatuses are in service. 6134 had two new front tires put on. Nor-Cal Asphalt completed the sealing of the parking lot. There is an area in the driveway that will need further repairs next year.

e) Grant:

Engineer Anaya and Jo are working on a new grant. It will be for upgrading lighting to LED lighting with the darkness in our area. Engine 6133, 6134 and Assistant Faist's rig as well as 6120 added lightening. Also overhead speakers, ropes cash, bags and stair chair along with other items for the engine.

f) Chiefs' Meeting:

At the last Chiefs' meeting Measure M numbers were finalized. As an outcome of the meeting, JVFD was notified that we were overpaid on Measure M Monies. A proposed payment adjustment has been made as JVFD owes a total of \$4,290.25. Of that, \$127.24 is owed to Jackson FD, \$2,119.28 is owed to Lone FD, and \$2043.73 is Owed to AFPD. A resolution will be made by the JVFD Board of Directors to have Amador County pay back the other districts. Director Scott made a motion to approve a Resolution to Reimburse. Treasurer Cantwell seconded the motion. Administrative Assistant Jo will work on the resolution.

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

a) Generator/Asphalt:

Per Chief Makemson, the new generator is going to cost about \$66,000 dollars with \$48,000 of the funds coming from the county. Treasurer Cantwell states there is enough money in reserve to cover the difference. Director Calhoun made a motion to move forward with the purchase of the generator and approve funding. Director Farmer seconded the motion.

b) Electrical Panel at Station 172:

This project is ongoing.

c) Sign for the Firehouse:

This is an ongoing project.

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

No discussion, no issues.

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

a) Staffing Evaluations:

Ongoing.

b) Staff Hiring:

Chief reports that Engineer Anaya has put in his notice and is moving over to AFPD. He is currently searching for a replacement Engineer EMT. Chief states that He as well as Engineers Billingsley and Gibson will cover shifts. He also would like compensation for working extra shifts. It was suggested that coverage receive 425.00/24 hour shift. Treasurer Cantwell makes motion to approve pay of 425.00/24 hour Shift Coverage. Director Scott seconded. All ayes.

c) Update on the Personnel Policy:

The personnel policy needs updated to allow the Chief and Assistant Chief to work and be compensated for their time. Director Calhoun mentions forming a committee to review the personnel policy. Director Scott would like to review the personnel policy. Administrative Assistant Jo will email last revision to board of directors.

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

a) Buena Vista Casino Updates: Chief Makemson reports that as of 11/1/2022, BV has decided to move on from Cal-fire and will most likely form their own fire brigade. Discussion will continue into the new year.

b) Building Impact Fees: Administrative Assistant Jo states there was a \$500.00 fee collected.

JACKSON VALLEY FIRE PROTECTION DISTRICT

MEETING OF THE BOARD OF DIRECTORS

- c) **Map submittals/approvals:** Discussion only.
- d) **Joint Powers Meeting Update:**
- e) **Interagency Communications to the Board:** Chief mentioned that he was approached about the possibility of having a cell tower put on JVFD land. No further details were available. Chief Makemson will follow-up.
- f) **Nexus Study:** Treasurer Cantwell states that the company JVFD is looking to perform the Nexus study would like to come speak at the next board meeting. A special meeting may be called for this purpose.
- g) **Board Member Terms:** We received two letters of intent from current Directors Calhoun and Scott. Chairman Herfel made a motion to accept the applications and appoint the two directors for next term. Vice Chair Farmer seconded the motion.

NEW BUSINESS: Discussion only: None

Adjournment:

Director Scott made a motion to adjourn, Director Calhoun seconded the motion; all in favor 4 ayes. Next Regular Meeting will be held on: Wednesday December 14th, 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."