

JACKSON VALLEY FIRE PROTECTION DISTRICT

MEETING OF THE BOARD OF DIRECTORS

*** MINUTES ***

Date: October 14th, 2022 at 7:00 pm

Location: Jackson Valley Fire Protection District Firehouse

Address: 2701 Quiver Drive, Ione, 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; Treasurer Cantwell was absent. Staff present; Chief Makemson, Assistant Chief Faist, Engineer Anaya and Administrative Assistant Jodi English. Secretary Fogal was present as well.

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 in favor 4 ayes. Treasurer Cantwell was absent.

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.

No discussion.

V) Approval of the Minutes from the September 14th, 2022 Regular Board Meeting:

Director Calhoun moved to approve with an amendment, Vice Chair Farmer 2nd the motion 3 ayes. Treasurer Cantwell was absent. Director Scott abstained.

Amendment: XI (a) Authorizing Chief Makemson and Director Calhoun the power to negotiate financial agreements between the Casino and JVFPD, as agreed upon by the Board of Directors at the October board meeting.

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

a) Budget Expenditure year to date:

Administrative Assistant Jo passed out the current Balance Sheets. She reported the Budget was approved by the County. Treasure Cantwell was absent though he had notified Jo that Fund 8301 was slightly over budget at 19.6%, should be at 16% at two months in. Fund 8200 at 15%, this is slightly under forecasted budget. This is in part due to strike team deposits, and EBMD deposit.

b) Budget Committee Meeting:

No update.

c) Payroll and Bills to be paid:

Administrative Assistant Jo reported the monthly bills totaled \$49,693.86; this is an average amount per month. We received a bill for repair on engine 6140 for \$12,000. The average fuel bill is about \$1,900.00 per month. The water bill has come down since the repair on the running toilet. Director Calhoun motioned to pay the bills as presented, Vice Chair Farmer 2nd the motion, all in favor 4 ayes. Treasurer Cantwell was absent.

d) Audit 2021/2022:

Administrative Assistant reported she has begun uploading audit documents that were requested. More documents will be requested, the audit is in process.

OLD BUSINESS

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

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a) Incident Report from Previous Month:

Chief Makemson reported 37 calls for the month of September; 27 of the calls were medical. 5 calls were vehicle accidents. Calls are down from last year's numbers.

b) Update on Volunteers and Coverage:

Chief and Firefighter Simpson went to Sierra College to meet with students and gave information to become volunteers at JVFPD once they graduate.

JVFPD has a new volunteer that began last week; she has started her training and working on the paperwork.

c) Training Events:

Chief Makemson reports there will be training on October 23rd, 2022 at the Cal Fire Academy.

d) Apparatus/Firehouse Report:

The Chief reports all apparatus's are in service. Asphalt Company came out and filled the cracks and repaired the ditch. They are about four or five weeks to come out to seal the parking lot. The asphalt also added a new patch of asphalt in the back.

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.

We have received loan approval for the new engine. The new engine is expected to be completely built in July 2023.

f) Chiefs' Meeting:

The Chiefs' meeting was held last Thursday; they were going over of the Measure M numbers. JVFPD number went from 8% to 7.8%, everyone were down a little, except Sutter Creek. We ended with 515 calls last year, this was up.

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

a) Generator/Asphalt:

Received one bid, the Generac generator is two years out. Waiting on another contractor to turn in their bid.

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 is recruiting volunteers, offering them to also apply for full time.

c) Update on the Personnel Policy:

This is an ongoing document.

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

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

b) Building Impact Fees: No update.

c) Map submittals/approvals: Discussion only.

d) Joint Powers Meeting Update: Last meeting was canceled.

e) Interagency Communications to the Board: See below.

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f) **Nexus Study:** Administrative Assistant Jo passed out a bid that was given to her from Treasurer Cantwell. This is an ongoing discussion; Tabled.

g) **Board Member Terms:** The openings have been advertised in the local paper, our web-site and boards.

NEW BUSINESS: Discussion only: Pancake Breakfast starts at 8:00 am - 11:00 am. Kids Day starts after breakfast, there will be a petting zoo and helicopter.

Adjournment:

Vice Chair Farmer made a motion to adjourn, Director Scott 2nd the motion; all in favor 4 ayes. Next Regular Meeting will be held on: Wednesday November 9th, 2022 at 7:00 pm.