

# JACKSON VALLEY FIRE PROTECTION DISTRICT

## MEETING OF THE BOARD OF DIRECTORS

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

Date: October 14th, 2020 at 7:00 pm

Location: Jackson Valley Fire Department

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 Board Chairman Herfel, additional Board Members present, Thompson, Farmer, Cantwell and Brown. Staff present; Chief Makemson, Engineer Billingsley also present 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)**

Brown moved to approve the Agenda, Thompson 2<sup>nd</sup> the motion; all in favor 5 ayes.

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

Chairman Herfel spoke to the Board regarding the proposed RV Trailer Park on Jackson Valley Road where Goose Hill Rock is now.

### IV) Approval of the Minutes from the September 9<sup>th</sup>, 2020 Regular Meeting:

Brown moved to approve the Minutes, Farmer 2<sup>nd</sup> the motion; all in favor 5 ayes.

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

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

Cantwell reports on the first two months of the fiscal year; expenses at 17%, salaries were a little high due to strike team participation for about 20 days, this salary will be paid by strike team fund. Measure M was budgeted conservatively and we are at about 25%, everything looks good.

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

Brown moved to pay the bills as presented, Thompson 2<sup>nd</sup> the motion; all in favor 5 ayes.

#### c) Audit 2019/2020:

Cantwell reports the Audit is in progress, the Auditor will be at the Firehouse on October 29<sup>th</sup>, 2020 for a site visit. The audit should be completed in November.

## OLD BUSINESS

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

#### a) Incident Report:

Chief Makemson reports 35 calls for the month, 6 of these calls were vehicle accidents.

#### b) Update on Volunteers and Coverage:

Three new volunteers have finished their training and ready to work shifts.

#### c) Training Events:

Engineer Billingsley will be conducting a Driver Operator course in house on November 14<sup>th</sup> and November 21<sup>st</sup> for the new staffing.

#### d) Apparatus/Firehouse Report:

Engine 33 went into the shop and had some minor repairs; the engine was repaired in one day.

#### e) Chiefs' Meeting:

Chief discussed the meeting no action taken.

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

#### a) Generator:

Chief is waiting on bids from contractors.

#### b) Solar for the Firehouse:

Herfel spoke about the solar meeting that was held on October 13th, Brown looked over the contract and noted a few changes that needed to be corrected, the solar representative was going to make the changes and present again.

#### c) Surveillance & Security Cameras for the Firehouse:

Assistant Chief Faist is waiting for the technician to give us a bid.

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

All hydrants are operating properly.

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

a) **Staff Evaluations:** Engineer Billingsley due, Engineer Byrd due in October.

b) **Personnel Policy:** No update at this time.

c) **Strike Team Participation Policy:** Cantwell discussed a policy regarding coverage during fire season and strike team participation affecting personnel coverage. If a strike team is sent to a wildland fire out of our district, Cantwell asked that the Chief establish this policy.

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

a) **Buena Vista Casino Updates:** No updates.

b) **Building Impact fees:** No updates.

c) **Map submittals/approvals:** Herfel and Thompson attended a zoom TAC meeting that was discussing the new housing development proposal. Herfel asked for a map that will show the egress and regress for the development that is proposed across from Lake Camanche off of Camanche Road.

d) **Joint Powers Meeting Update:** Herfel said there will be a Zoom meeting on Thursday.

e) **Interagency Communications to the Board:** Discussed the RV Trailer Park development above.

### NEW BUSINESS: Discussion only:

The Secretary asked the about adding to the award plaques in the hallway with achievements and acknowledgements for the excellent job done by our Engineers saving lives and property in our community.

Also it was suggested that an information community board be bought and placed outside the station on the wall for Jackson Valley Fire Protection District to provide information that would be helpful and informative for the community.

### Adjournment:

Brown moved to adjourn to the next Regular Meeting, Farmer 2<sup>nd</sup> the motion; all in favor 5 ayes.

Next Regular Meeting will be held on: Wednesday November 11<sup>th</sup>, 2020 at 7:00 pm

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