

# JACKSON VALLEY FIRE PROTECTION DISTRICT

## MEETING OF THE BOARD OF DIRECTORS

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

Meeting of September 13th, 2017 at 7:00 pm  
2701 Quiver Drive, Lone CA

**I) Call Regular meeting to Order:**

The meeting was called to order at 7:07 p.m. by Chairman Herfel. Board members present: Herfel, Cantwell, Brown. Thompson and Farmer were absent. Staff in attendance was Chief Makemson, Assistant Chief Faist, Engineer Stief and Secretary Fogal.

**II) Approval of Agenda:**

Brown made a motion to approve the Agenda as presented, Cantwell 2<sup>nd</sup> the motion, all in favor three ayes.

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

No discussion.

**IV) Approval of the Minutes from August 9, 2017 Regular Meeting:**

Brown motioned to approve the minutes as presented, Cantwell 2<sup>nd</sup> all in favor three ayes.

**V) Financial reports: Action items:**

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

Cantwell presented two sets of financial reports, closing fiscal report dated 7/31/17, and one dated 8/24/17. Revenue came in \$2,000.00 below projection, though we came in over on the General unsecured tax roll, \$7,000.00 below on assessment.

We Received \$1,900.00 in Impact Fees, money will be put in the Impact Fund, Cantwell will speak to the county regarding Impact Fees collected.

First statement for fiscal 2017/2018 dated 08/24/17, expenses show salaries slightly over in July.

General Fund Expenses look good, still early.

Cantwell made an Annual payment on the new Command Vehicle to save on Interest, shows \$5,000.00 shortfall in the Major Equipment.

Report shows an \$18,000.00 below projection on Measure M; Expenditures came in \$12,000.00 under budget, to equal a \$6,000.00 reduction of Measure M Reserve.

Overall good, Cantwell said to keep an eye on the Measure M, and review again in December. Personal Property taxes to reflect in January.

**b) Budget Committee Report: No update at this time.**

**c) Payroll and bills to be paid:**

Brown motioned to approve the Payroll and bills as presented, Herfel 2<sup>nd</sup> the motion all in favor three ayes.

**d) Payroll Pay Date Change:**

To be discussed when all Board Members are at the meeting.

**e) 2016-2017 Audit:**

No updates at this time.

### OLD BUSINESS

**VI) Chief's Report:**

**a) Incident Report:**

Chief reports 33 incidents for the month. 21 Medical Calls, 2 Structure Fires, Smoke Checks, Vegetation Fire at the Gun Club and several Vehicle Accidents.

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

Total of 19 day shifts not double staffed, 22 or 23 shifts not double staffed for twenty four hour days.

**c) Training / Events:**

No training scheduled at this time due to busy Fire Season. Had a get together to say good bye to Engineer Hazlet, and welcome back to Engineer Steif.

**d) Vehicle Report:**

Engine 6146 blew a Radiator Hose, was taken in and repaired. Two Vehicles with oil leaks repaired.

**e) Utility Vehicle 6121:**

To be discussed when all Board Members are present. It cost \$200.00 a year for Insurance.

**f) Firehouse Items:**

Engineer BJ made arrangements for ACES to donate a dumpster and deliver to the Station for a week to clean up.

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

Two batteries needed for the Airways Pumps.

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

Station needs five new pagers and five spare batteries approximately \$2,300.00. Cantwell moves to purchase pagers and back up batteries Brown 2<sup>nd</sup>, all in favor 3 ayes, two absent.

**i) Outside meetings attended:**

Chief's meeting held at Lone Station, Measure M discussion put on hold with discussion on the 172 money handling.

**VII) Structure/Property Report:** Herfel will purchase the Paint to repair the exterior walls of the Station, Personnel will paint the Exterior.

**VIII) Hydrants and accesses:** One discovered out of order, Water Agency was notified.

**IX) Personnel:** Engineer Cook's evaluation due at the end of the month.

**X) Administrative/ Departmental Matters:**

**a) Buena Vista Casino - Updates from County/Tribe meeting:** Cancelled.

**b) Building Impact fees:** Cantwell to check on Impact Fees with the County.

**c) Map submittals/approvals:** None.

**d) Update on LAFCO meeting:** None

**e) Joint Powers Meeting Update:**

**f) Interagency Communications to the Board:**

GSRM letter received and acknowledged on 10/13/17.

The Chief receive a request from the High School for students to come to the Station to learn the job of an Engineer. The Chief will find out more information.

**g) EBMUD Discussion:** Chief Makemson will attend a meeting in Oakland. The Board requested a letter to be drafted to EBMUD requesting compensation for services provided by the JVFPD. This discussion is to be added to the Agenda.

NEW BUSINESS: Discussion items only:

**Assistant Chief Faist presented a drawing of a sign for outside the Station for review. Assistant Faist will get some quotes and present them at the next Board meeting.**

Adjournment: Cantwell motions to adjourn the meeting, Brown 2<sup>nd</sup> the motion, all in favor 3-0 at 8:45 pm.

Next regular meeting will be held on October 11<sup>th</sup> 2017 at 7:00 pm

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