

MOUNT SHASTA FIRE PROTECTION DISTRICT

REGULAR BOARD MINUTES

WEDNESDAY, JANUARY 20, 2021

10:00 A.M.

600 MICHELE DRIVE

CHAIRMAN ROBERT ASHWORTH	VICE-CHAIRMAN JACK MILLER	DIRECTOR MIKE HAMILTON
DIRECTOR RICHARD KLIEWER	DIRECTOR	CHIEF MATT MELO
CHIEF RICK JOYCE	BATTALION CHIEF JOHNATHAN DUNCAN	SECRETARY CHRIS WEAVER

ITEM:

- 1. Call to Order, Chaplain to give Invocation, Flag Salute**
10:00am Director Kliewer gave the invocation. Chairman Ashworth led the flag salute
- 2. Roll Call**
Ashworth, Miller, Kliewer – present Hamilton, Melo, Joyce, Duncan - absent
- 3. Approval of Minutes for the Regular Board Meeting of December 16, 2020**
M/S/C (Miller/Kliewer 3-0) to approve minutes of the December 16, 2020 Board meeting
- 4. Public Comment on Open/Closed Session Items:** This is an opportunity for members of the public to address the Board on subjects within its jurisdiction, whether or not on the agenda for this meeting. The Board reserves the right to reasonably limit the length of individual comments and/or the total amount of time allotted to public comments. Speakers may request their comments be heard during Public Comment instead of the time when the item is to be acted upon by the Board. The Board may ask questions but may take no action on items addressed during the Public Comments period except to direct staff to prepare a report or to place the item on a future agenda. If you desire a written response, please provide the Secretary with your mailing address.
None
- 5. Cash Report for December 2020**
\$273,180.69 cash on hand as of December 31, 2020

6. Old Business and Board Directives from Previous Meetings

6a. Discuss minimum cash balance for the District

To be continued to February 2021

6b. Review and Approve the new 5 year plan for the District

Need Chief present for this discussion. To be continued to February 2021

6c. Update on Annual County payment to the District for added coverage of campground to the west of Lake Siskiyou.

Weaver reported the District received \$1500.00 (3 years payments) from the County on 12/10/20 into account #560300, Contributions from Others. This brings us current.

6d. Update on purchase of Boise Mobile, International type 3, model 34 engine.

The District withdrew \$100,000 (the amount approved by the County Auditor) from our Contingency Account #800000 for a down payment on the new engine. The short term financing to complete the purchase was arranged by the chief. The new engine was delivered to the District on 12/31/20.

M/S/C (Kliwer/Miller) 3-0) to approve and accept terms of purchase of new engine.

6e. Update on Ashworth meeting with Dana Barton.

Ashworth contacted Barton's office several times but has not heard back from her. He will continue to try to contact her. Ashworth has done some research into local banks. If the District proceeds with plans for independent accounting and banking, Ashworth recommends using Tri Counties Bank.

7. New Board Business and Possible Action

7a. Board to review 4th Quarter 2020 Balance Sheet, Profit and Loss Statement and Cash Flow Statement

Board reviewed statements. No comments or questions.

8. Next regularly scheduled Board Meeting is for Wednesday, February 17, 2021 at 10:00 a.m.

9. Chief's Report and MSFPD Information Report to the Board – Chief Joyce

The Board reviewed the Chief's report for December 2020. Ashworth noted the structure fire was thought to be at the Spear Point Condos in Lake Shastina on December 24, 2020.

10. Donations

None

11. Deposits

- \$ 60.00 Baker Restitution

12. Fund Transfers

None

13. Payment of Bills – a detailed list containing all payees and payment amounts and invoice copies will be provided during the meeting.

Ashworth inquired as to reimbursement from Boise Mobile for Johnathan Duncan's lodging when he traveled to Boise to inspect the new engine. Weaver will follow up with Duncan.

M/S/C (Miller/Kliwer 3-0) to approve payment of bills as presented.

14. Ratify Payroll Claims – supporting documentation will be provided during the meeting

- **Regular Payroll: 12.04.20 – 12.17.20**
 - \$ 348.61 wages
 - \$ 57.78 Federal taxes
- **Annual Uniform Allowance: 01.01.20 – 12.31.20**
 - \$3,127.25 wages
 - \$ 640.50 Federal taxes
- **Regular Payroll: 12.18.20 – 12.31.20**
 - \$ 96.97 wages
 - \$ 16.06 Federal taxes
- **Regular Payroll: 01.01.21 – 01.14.21**
 - \$ 156.99 wages
 - \$ 26.02 Federal taxes
- **4th Quarter Volunteer Stipend Payroll: 10.01.20 – 12.31.20**
 - \$ 831.15 wages
 - \$ 137.70 Federal taxes
- **4th Quarter CA UI and ETT: 10.01.20 – 12.21.20**
 - \$1,667.61

M/S/C (Kliwer/Miller 3-0) to ratify all payroll claims as presented.

15. Board Comments and Questions: At this time, members of the Board may ask questions of staff, request reports be made at a later date, or ask to place an item on a subsequent agenda on any subject with the Board's jurisdiction. In addition, the Board members may take this opportunity to make comment on any topic not on the agenda; however, no deliberation may be conducted, and no decision made on such topics.

Ashworth asked if anyone had information regarding the District getting a snowmobile from the Hammond Ranch Fire Dept. No one present had any information. Miller will follow up with J. Duncan.

Kliewer asked if the District was considering obtaining a quad for fires at Lake Siskiyou. No one present had information on this. Kliewer will follow up with the Chief.

Kliewer formally apologized for missing last month's Board Meeting.

16. Adjournment

M/S/C (Miller/Kliewer 3-0) to adjourn at 10:24 am

Respectfully submitted,

Chris Weaver, Secretary

Approved,

Robert Ashworth, Chairman