

**MOUNT SHASTA FIRE PROTECTION DISTRICT  
REGULAR BOARD MEETING AGENDA**

**WEDNESDAY, MARCH 14<sup>TH</sup>, 2018**

**10:00 A.M.**

**600 MICHELE DRIVE**

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**CHAIRMAN ROBERT ASHWORTH**

**VICE-CHAIRMAN RICHARD KLIEWER**

**DIRECTOR JAMES BEEM**

**DIRECTOR CHAD MCCALL**

**CHIEF MATT MELO**

**CHIEF RICK JOYCE**

**BATTALION CHIEF JOHNATHAN DUNCAN**

**SECRETARY JENNIE DAVIS**

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**ITEM:**

**REFER TO:**

- 1. Call to Order, Chaplain to give Invocation, and Flag Salute**  
10:00 a.m.
- 2. Roll Call**  
Directors Ashworth, Kliewer, and McCall present. Director Beem absent.
- 3. CLOSED SESSION: Review interested candidates. –District Board**  
Adjourn for closed session at 10:01.
  - 3a. Disclosure of action taken in closed session, if any.**  
Jack Miller is chosen by the Board of Directors.
  - 3b. Appoint new Board Director.**  
Jack Miller is sworn in.
- 4. Approval of Minutes for the Regular Board Meeting of January 10<sup>th</sup>, 2018, and February 14<sup>th</sup>, 2018.** **3-9**  
M/S/C (McCall, Ashworth, 4-0), M/S/C (Kliewer, Ashworth, 4-0)
- 5. 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 Comment 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.**  
No member of the public present.
- 6. Cash Report** **10**  
As of 02/28/18 the interfund cash balance is \$307,063.29.
- 7. Old Business and Board Directives from Previous Meetings**

**7a. Replacement of bay doors at Station 1. –Chief Joyce**

This was completed on Monday the 12<sup>th</sup>.

**8. NEW BOARD BUSINESS AND POSSIBLE ACTION**

No new business.

**8. Next regularly scheduled Board Meeting is for Wednesday, April 11<sup>th</sup>, 2018 at 10:00 a.m.**

**9. Chief’s Report and MSFPD Information Report to the Board. —Chief Joyce**

Chief Joyce reads the February report.

62 calls, with an average of 4 responders per call.

Training report: Rope Rescue; SBSAs; Ladders; Medical refresher on airways and patient assessments.

Information report: An external curtain door has been recommended for Station 2. This will give maximum clearance, and eliminate the necessity to reengineer the building. We are expecting a quote this week. Chief Melo and Chief Joyce review the fire in Lake Shastina with the Board.

**10. Donations**

No donations.

**11. Deposits**

- **\$46.08 Baker Restitution**
- **\$81.32 US Bank rebate**
- **\$7,838.16 Mendiceno Lake Complex**

**12. Fund Transfers**

Revenue recognition and allocation:

- Mendiceno Lake Complex: \$7,839.00 to 611100

M/S/C (Ashworth, Kliewer, 4-0)

**13. Payment of the Bills- A detailed list containing all payees and payment amounts will be provided during the meeting**

M/S/C (McCall, Kliewer, 4-0)

**14. Ratify Payroll Claims- Supporting documentation will be provided during the meeting**

**11-22**

- **Cold Fire Station Coverage Back Pay**
  - **\$1,903.72**                 **wages**
  - **\$337.56**                 **Federal taxes**
- **Mineral Fire Station Coverage Back Pay**
  - **\$2,211.72**               **wages**
  - **\$423.56**                 **Federal taxes**

- **Clayton Fire Station Coverage Back Pay**
  - **\$2,002.40**                   wages
  - **\$370.20**                   Federal taxes
  
- **Chimney Fire Station Coverage Back Pay**
  - **\$6,309.99**                   wages
  - **\$1,614.88**                   Federal taxes
  - **\$81.07**                   State taxes
  
- **Gap Fire Station Coverage Back Pay**
  - **\$2,861.22**                   wages
  - **\$627.98**                   Federal taxes
  - **\$14.79**                   State taxes
  
- **Regular Payroll: 02/02-02/15/2018**
  - **\$171.31**                   wages
  - **\$28.38**                   Federal taxes
  
- **Regular Payroll: 02/16-03/01/2018**
  - **\$59.26**                   wages
  - **\$9.82**                   Federal taxes

M/S/C (McCall, Kliewer, 4-0)

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

Director Miller asks Chief Joyce if the rezoning of the District Boundary will affect the ISO rating. Chief Joyce responds that there should not be as we are just officially including territory that we already cover, and all of the homes that will be included with the change are likely already claiming us as their fire department.

Director Ashworth reports that he attended the recent City Council meeting. The item pertaining to improving fire safety within the City was cancelled and rescheduled for April 9<sup>th</sup>. He plans on attending that meeting and will inform the Board as to what is discussed.

Director Kliewer asks Chief Joyce if there is any planned equipment maintenance scheduled that will have a significant cost. There is none scheduled.

Director Kliewer asks if there has been any interest in the engine for sale. BC Duncan reports that there have been a few inquiries, but nothing serious so far.

**16. Adjournment**

10:25 am

Submitted respectfully,

Secretary Davis

Approved:

Chairman Ashworth