

MOUNT SHASTA FIRE PROTECTION DISTRICT

REGULAR BOARD MINUTES

WEDNESDAY, May 19, 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

9:59 a.m. Chairman Ashworth led the flag salute. Andy Grossman gave the invocation.

2. Roll Call

Ashworth, Miller, Hamilton, Kliewer – present Joyce, Melo, Duncan - absent

3. Approval of Minutes for the Regular Board Meeting of April 21, 2021 and Special Board Meeting of May 3, 2021

M/S/C (Miller/Kliewer 4-0) to approve minutes of April 21, 2021

M/S/C (Miller/Kliewer 4-0) to approve minutes of May 3, 2021

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 April 2021

\$386,683.27 cash on hand with County as of April 30, 2021

\$313,719.98 deposited on May 5, 2021 in Tri Counties Bank

6. Old Business and Board Directives from Previous Meetings

6a. Status of intent to establish Alternative Depository per Resolution No. 04212021

Tri Counties Bank account was opened on May 5, 2021 with revenue from State Strike

Teams as follows:

Hog Fire	\$ 17,980.49	Crestview Fire	\$ 1,058.96
Gold Fire	\$ 44,169.91	August Complex	\$ 49,905.05
Station Coverage	\$129,686.11	Zogg Fire	\$ 70,107.49
Mobile Fire	\$ 811.97		

Total deposit was \$313,719.98

Kliwer will talk with Supervisor Kobseff to see what, if any, further steps the District has to take to close out with the County. If the District has to formally state a reason for withdrawing the District's funds and accounting from the County, all Board members agreed the reason will be stated as "the Board believes we can serve our citizens better at our level."

7. New Board Business and Possible Action

7a. Review and approval of Audit Engagement Letter, Audit Agreement, Consulting Services Agreement and preparation of FTR Agreement from Charlie Pillon, CPA

After discussion, M/S/C (Miller/Hamilton 4-0) to approve all Agreements listed above with Charlie Pillon. The Board expressed a desire to have Charlie Pillon attend a future Board meeting to present a Financial Statement and answer questions; perhaps after the second quarter of the District's fiscal year.

8. Next regularly scheduled Board Meeting is for Wednesday, June 16, 2021 at 10:00 a.m.

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

The Chief is on vacation but left his report for the Board.

99 calls 3.45 minutes average response time average of 5 responders per call

Training during April included some drafting and pump operations and progressive hose lays.

Chief updated all the banking information for direct deposits in our SAM account.

10. Donations

None

11. Deposits

- \$ 40.00 Baker Restitution
- \$113,184.61 Slatter Fire Strike Team (Federal) Payment to County

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.

Expenses included Journal Voucher for General County Fire invoice from CalFire-Dept of Forestry for Jan, Feb and Mar 2021 in the amount of \$380.00.

M/S/C (Hamilton/Miller 4-0) to approve payment of bills as presented and JV for General County Fire.

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

- **Regular Payroll: 04.09.21 – 04.22.21**
 - **\$ 347.47 wages**
 - **\$ 57.56 Federal taxes**
- **Regular Payroll: 04.23.21 – 05.06.21**
 - **\$ 141.98 wages**
 - **\$ 23.54 Federal taxes**

M/S/C (Hamilton/Miller 4-0) to approve 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.

Weaver drew attention to the notice included in the Board package from Lake Siskiyou Mutual Water Co regarding water quality in Well#2. This is for information only.

Ashworth noted the City of Mt. Shasta approved a pay raise for 2 of our employees covered by a City Grant. They were within bounds to make that call but Ashworth would like to ask the City to include the District in the communication loop prior to any action that directly affects our District.

16. Adjournment

M/S/C (Miller/Hamilton 4-0) to adjourn at 10:40 a.m.

Respectfully submitted,

Chris Weaver, Secretary

Approved,

Bob Ashworth, Chairman

