

# **MOUNT SHASTA FIRE PROTECTION DISTRICT**

## **REGULAR BOARD MINUTES**

**WEDNESDAY, June 16, 2021**

**10:00 A.M.**

**600 MICHELE DRIVE**

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

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### **ITEM:**

- 1. Call to Order, Chaplain to give Invocation, Flag Salute**  
10:04 A.M. Chairman Ashworth led the flag salute. No invocation.
- 2. Roll Call**  
Ashworth, Miller, Hamilton, Kliewer, Joyce – present    Melo, Duncan – absent
- 3. Approval of Minutes for the Regular Board Meeting of May 19, 2021**  
M/S/C (Hamilton/Miller 4-0) to approve minutes of May 19, 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 May 2021**  
\$380,383.31 cash on hand with County as of May 31, 2021  
\$313,731.58 cash on hand with Tri Counties Bank as of May 31, 2021

## **6. Old Business and Board Directives from Previous Meetings**

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

Summary of email trail:

April 2, 2021 - We received an email from Wayne Hammar indicating he was aware the District was planning to remove funds from the County Treasury. He outlined considerations and steps we would need to take to establish an alternative depository and withdraw funds from the County. The District adopted a resolution on April 12<sup>th</sup> to establish an alternative depository following this outline. Ashworth gave Supervisor Kobseff a copy of our resolution, asking that Kobseff present this to the County and the Board of Supervisors and advise us as to "next steps".

April 22, 2021 - Supervisor Kobseff emailed Angela Davis, CAO and Elizabeth Nielsen regarding our intent to withdraw our funds from the County, including a copy of our resolution, indicating Kobseff initiated communication with the County. That same date, A. Davis emailed Wayne Hammar with a copy of our resolution asking how Hammar would like to proceed. We did not hear anything further from Hammar.

June 10, 2021 – Chris Weaver, Board Secretary, received an email from Annemarie Zediker, Assistant Auditor-Controller, as a follow-up to a phone call that morning from Zediker, explaining the Auditor's office had not been contacted not received a copy of our resolution regarding withdrawing our funds from the County Treasury. Weaver forwarded a copy of the resolution to Zediker that day and during the phone call recounted the steps the District had taken toward establishing an alternative depository per Section 61053 of the Government Code and Hammar's email of April 2<sup>nd</sup>. Weaver indicated in her response email to Zideker this same day that the District would wait for the County to let the District know what was needed from the District to accomplish the withdrawal of funds by June 30, 2021.

June 15, 2021 – Supervisor Kobseff emailed Chairman Ashworth that he had contacted Angela Davis regarding our intent to withdraw funds and this item was scheduled to come before the BoS on June 29, 2021.

June 16, 2021 – A. Zideker emailed C. Weaver requesting a phone meeting between the Auditor's office, Wayne Hammar's office and District representatives. At the Board's direction Weaver replied to the email request with two dates and times we would be available for this meeting, June 21 or June 22.

## **7. New Board Business and Possible Action**

None

## **8. Next regularly scheduled Board Meeting is for Wednesday, July 21, 2021 at 10:00 a.m.**

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

97 calls                      3.15 minutes average response time                      average of 5 responders per call

Trainings for the month included wildland refresher courses – RT-130, S-190, fire shelter inspections and deployment and wildland hose lays, cutting hand line and pump operations.

**10. Donations**

None

**11. Deposits**

- **\$40.00          Baker Restitution**
- **\$11.60          Interest Earned on Tri Counties Bank Account**

**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.**

M/S/C (Hamilton/Kliwer 4-0) to approve payment of bills as presented.

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

- **Regular Payroll: 05.07.21 – 05.20.21**
  - **\$ 282.83    wages**
  - **\$ 46.84    Federal taxes**
- **Regular Payroll: 05.21.21 – 06.03.21 (Chris on vacation – no payroll)**
  - **\$        wages**
  - **\$        Federal taxes**
- **Strike Team Payroll: Dillard Fire (Federal)**
  - **\$2,863.06    wages**
  - **\$ 540.88    Federal Taxes**
- **Strike Team Payroll: Ranch Fire (State)**
  - **\$ 772.71    wages**
  - **\$ 132.58    Federal Taxes**
- **Strike Team Payroll: Deer Fire (Federal)**
  - **\$ 802.16    wages**
  - **\$ 152.68    Federal taxes**

M/S/C (Hamilton/Kliwer 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.

Kliewer asked about employee evaluation for Weaver. Last eval was June 2019. Include on agenda for July.

Chief Joyce asked we include on the agenda for July his County Assessment Report for 2021-2022.

Weaver asked we include on the agenda for July the 2021-2022 Budget for approval

**16. Adjournment**

M/S/C (Hamilton/Kliewer 4-0) to adjourn at 10:41 a.m.

Respectfully submitted,

Chris Weaver, Secretary

Approved,

Bob Ashworth, Chairman